



LGPA 2019/20

Namisindwa
District

(Vote Code: 617)

Assessment	Scores
Accountability Requirements	%
Crosscutting Performance Measures	56%
Educational Performance Measures	45%
Health Performance Measures	56%
Water & Environment Performance Measures	45%

No.	Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract				
1	LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.	<ul style="list-style-type: none"> From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> If LG submitted before or by due date, then state 'compliant' If LG had not submitted or submitted later than the due date, state 'non-compliant' From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>The LG submitted an Annual Performance Contract on 26/7/2019 through the online platform pbs@ifms.go.ug and received by MoFPED</p> <p>Since the submission deadline was extended to 30th August 2019 the DLG was compliant</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available				
2	LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).	<ul style="list-style-type: none"> From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The LG submitted a Budget for FY (2019/2020) on 26/7/2019 through the online platform pbs@ifms.go.ug and received by MoFPED on the same day</p> <p>The Budget contained a LG Procurement Plan for FY 2019/2020</p> <p>Since the submission deadline was extended to 30th August 2019 the DLG was compliant</p>	Yes

Reporting: submission of annual and quarterly budget performance reports

3	LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>The LG submitted the Annual Performance Report for the previous FY 2018/2019 on 29/8/2018 through the on line platform pbs@ifms.go.ug And received by MoFPED on the same day</p> <p>Since the submission deadline was extended to 30th August 2019 the DLG was compliant</p>	Yes
4	LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>Quarter Submission Date Reference Acknowledgement Date</p> <p>Q1 4/12/2018 pbs@ifmis.go.ug 4/12/2018</p> <p>Q2 17/2/2019 pbs@ifmis.go.ug 17/2/2019</p> <p>Q3 20/5/2019 pbs@ifmis.go.ug 20/5/2019</p> <p>Q4 6/8/2019 pbs@ifmis.go.ug 6/8/2019</p>	Yes

Audit

5	The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all find- ings where the Internal Audi- tor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a ' response', then it is non-compliant • If there is a 	<p>The LG had 25 (twenty five) audit queries (source was Quarterly Internal Audit Reports for FY 2017/2018 as the IAG correspondence to the Accounting Officer in regard to the same could not be traced)</p> <p>No evidence of provision of information to the PS/ST on the status of implementation of the 25 Internal Auditor General's findings for FY 2017/2018 to PS/ST contrary to PFMA 2015 11 2g as illustrated in the table below.</p> <p>(A) Internal Auditor General</p>	No
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response for all –LG is compliant

- If there are partial or not all issues responded to – LG is not compliant.

FY 2017/2018

Total number of queries raised by Internal Auditor General in FY 2017/2018 were 25.

None of the queries raised was cleared as no evidence of clearance was availed thus all the 25 queries were pending.

The uncleared audit findings included the following to mention but a few:

Shs 2,420,000 unaccounted for by the District Education Officer.

Shs 5,270,000 unaccounted for by the District Health Officer

Shs 11,559,200 unaccounted for by various staff in Health Department.

Non-disposal of expired drugs under Health sector.

Irregular procurement of Irish potatoes for Shs 3,600,000 and Slaughter slab in Mulotose Sub county.

The Accounting Officer submitted to PS/ST actions taken on the 10 (ten) findings as recommended by the Auditor General in FY 2017/2018 on 5th March 2019 Ref. CRNAMD152/2 later than the deadline of 28th February contrary to PFMA 2015 11 2g as illustrated in the table below:

(B) Office of the Auditor General FY 2017/2018

Total number of queries raised by the Auditor General were 10 (ten) in FY 2017/2018.

All the 10 queries were cleared. thus none was pending.

The cleared queries included the following to mention but a few:

Performance of URF

Unpaid salaries amounting

to Shs 541,045,482

Excess expenditure

Understaffing

Construction of District
Administration block

6

The audit opinion of LG Financial
Statement (issued in January) is not
adverse or disclaimer.

The Auditor General's
Opinion on the financial
statements of Namisindwa
LG for the year ended 30th
June 2019 was Unqualified
hence compliant.

Yes

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution				
1	<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>The Physical Planning Committee was constituted. It had 11 members and 4 Town clerks making a total of 15. But letters of appointment were not seen as they are reportedly in a misplaced file</p> <p>Members of the committee are reflected below:</p> <ul style="list-style-type: none"> • Nambwila Barnabas <p>PAS representing CAO</p> <ul style="list-style-type: none"> • Zemeyi faith <p>Physical Planner</p> <ul style="list-style-type: none"> • Nagalama Johnson <p>Staff surveyor</p> <ul style="list-style-type: none"> • Mella Peter <p>Town Clerk Magale Town Council</p> <ul style="list-style-type: none"> • Watsemba Stella <p>District Environment Officer</p> <ul style="list-style-type: none"> • Wafula Isaac <p>Town Clerk Lwakhakha</p> <ul style="list-style-type: none"> • Mwangale Michael <p>Natural Resource Office</p> <ul style="list-style-type: none"> • Mawa Fred <p>Town Clerk Bumbo</p> <ul style="list-style-type: none"> • Mukelule Robert <p>District Engineer</p> <ul style="list-style-type: none"> • Wabweni Andrew <p>District Community Development Officer</p> <ul style="list-style-type: none"> • Masai Steven Wasu <p>District Health Officer</p> <ul style="list-style-type: none"> • Mityero David <p>Ag District Production officer</p> <ul style="list-style-type: none"> • Mabuya Patrick <p>District Education Officer</p> <p>The Committee was functional during the FY 2018/2019 evidenced by the following:</p>	1

(Examples)

Date of meetings:15/4/2018

Matters discussed: Handling of Land Board files under Min05/DPPC/15/04/2018

Date 15/02/2018

Matters discussed

Construction of Headquarter offices
Min/05/2018

Applications to Namisindwa Physical Planning committee on 24/9/2019 to change status of land ownership from Customary to Freehold.

Recommendations were made on each of the applications according to the user clause "Land use".

The district had no Physical Development Plan District neither did it have a substantive District Physical Planner but assigned Zemeyi Faith the Physical Planner Lwakhakha Town Council to act as District Physical Planner and Senior Land Management officer. However,an appointment letter to this effect was not seen as the officer could not avail it by end of verification mission.

District had in place an Applications Register

1

All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans

Maximum 4 points for this performance measure.

• Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1.

Sets of minutes of the Physical Planning Committee were submitted to MoLHUD as follows

No	Date of the meeting	Date of Submission of minutes
1.	20/10/2018	18/03/2019
2.	18/7/2017	18/03/2019
3.	30/5/2018	18/03/2019
4.	20/03/2019	18/03/2019

1

1	<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	The LG did not have a Physical Development Plan	0
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1	<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	There was an Action Area Plan for Lwakhakha Boarder market BUT there was none for the District	0
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The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year

development plan, are based on discussions in annual reviews and

budget conferences and

have project profiles

Maximum 5 points on this performance measure.

- Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.

The priorities in the AWP for 2019/20 were derived from Budget Conference Priorities for instance **Drilling Protection/construction of 8 Water Springs planned under Water Department 7.3.7 of the AWP** was derived from the approved priorities of the Department presented during the Budget conference held on 21, November 2018.

Under Education the AWP 6.1.2 Construction of 4 Classrooms Mukoto Seed secondary school was approved during the Budget Conference of 21 November 2018.

Under Works and Technical Services 7.1 Roads Sector,

1.1.1 4 Km Road maintained – mechanized under AWP was discussed during the Budget Conference of 21 November 2018

The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year

development plan, are based on discussions in annual reviews and

budget conferences and

have project profiles

Maximum 5 points on this performance measure.

- Evidence that the capital investments in the approved Annual work plan for the current

FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1.

There was evidence that the capital investments in the approved Annual work plan for the current FY were derived from the approved five-year development plan. The LG Government had a 3 Year Development Plan 2017/2018 – 2019/2020 adapted and approved by Council on 22nd December 2017 under Minute DLG Min.31/12/2017/2018 signed by Mr Wopuwa George William District Chairperson

Page numbers in the work plan and Development plan for each of the projects are reflected below under the relevant sectors:

Works and Technical Services

Namikhoma – Bumbo Road page 146 of the 3 Year Development Plan and item 1.1.3 of the AWP on page 2

Bupoto – Bumbo Road page 146 of the Development Plan and 1.1.5 of the AWP on page 2.

Education

Construction of 2 Classroom block at Busiru Primary School page 140 of the Development Plan and 6.1.4 of the AWP on page 2.

2	<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	Project files were not availed to the PAT during the time of the assessment	0
3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender- disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	Annual Statistical Abstract was compiled but was not finalized and therefore not presented to DTPC.	0

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

- Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2

NOT all infrastructure projects implemented by the LG in the previous FY were derived from the AWP approved under Minute DLG Min54/03/2017/2018 and Budget approved under Min DLG Min 62/05/2017/2018:

Under Roads

1. Maintenance and repair of Nampewo – Nabutoro found on Page 4 Vote 7.1.2 of the Annual Work plan and Page 42 Programme code (PC 048140) of the approved Budget

2. Maintenance and repair of Bumbo – Namukoma found on Page 4 Vote 7.1.3 of the Annual Work plan and Page 43 Pc-048180 of the approved Budget

Education

1. Classrooms and store constructed at Bunanganda PS found on Page 2 6.1.1 of the Annual Work plan and Page 33 Pc-078180 of the approved Budget

2. Classroom and store constructed at Bumurwa PS found on Page 26.1.2 of the Annual Work plan and Page 33 PC-078180 of the approved Budget

Water

1. Rehabilitation of Boreholes found on Page 5-7.2.7 of the Annual Work plan and Page 47 Pc-098183 of the approved Budget

2. Construction of 4 Stance Latrine at Sikiamoto found on Page 5- 7.2.6 of the Annual Work plan and Page 47 PC-098180 of the approved Budget

Health

1. Construction of Maternity and General Ward at Soono Health Center found on Page 2-5.2.1 of the Annual Work plan and **NOT in Budget**

2. Construction of Staff Latrine at Bukhabusi Health Center III found on Page 2-5.2.4 of the Annual Work plan and Page 24 PC-088172 of the approved Budget

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

• Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.

- o 100%: score 4
- o 80-99%: score 2
- o Below 80%: 0

Completed projects (YES/NO)

- Purchase of double cabin pick-up -
YES
- Construction of classroom and office at Bunanganda Primary School -
YES
- Construction of classroom and office at Bumurwa Primary School -
YES
- Construction of 4 stance pit latrine at Bukhayaki PS- -
YES
- Construction of 4 stance pit latrine at Bunanganda PS -**YES**
- Nabukhuya – Musipande -
YES
- Munamba – Nabitsikhi -
YES
- Bumbo – Soono-
NO
- Nasongwe – Bukhabusi-Busambatsa -
YES
- Construction of DHO office -
YES

Percentage= 9/10 X100

=90%

5 The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

- Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2

2

Completed projects
Budget(“000”) Actual Expenditure

- Purchase of double cabin pick-up - **137,000**
140,000
- Construction of classroom and office at
Bunanganda Primary School - **61,000**
62,000
- Construction of classroom and office
at Bumurwa Primary School **62,000**
72,000
- Construction of 4 stance pit latrine
at Bukhayaki PS **20,800**
20,800
- Construction of 4 stance pit latrine
at Bunanganda PS **16,000**
16,000
- Nabukhuya – Musipande **2,729**
2,729
- Munamba – Nabitsikhi **4,414**
3,414
- Bumbo – Soono **6,840**
6,840
- Nasongwe – Bukhabusi-Busambatsa **5,738**
5,738
- Construction of DHO office **20,423,214**
20,423,214
- Total** **20,739,735**
20,752,735

5	<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<p>• Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2</p>	<p>Budget for O&M in FY 2018/2019 Shs 83,053,874</p> <p>Actual expenditure on O&M during the FY Shs 40, 853,583</p> <p>Percentage 42 %.</p> <p>Below is a list of assets/ projects were O&M was budgeted for and spent</p> <p>(Sector)- (Asset/Project) - (Cost of O&M)- (Ref)</p> <p>List of assets and projects in need of maintenance for FY 2018/2019 was in place as seen below</p> <p>Sector (Technical Services) - Asset/Project (Roads) - Cost of O&M(32.920,000) - Ref (Page 43 of approved budget 2018/2019)</p> <p>Sector (Technical Services)- Asset/Project (Water)- Cost of O&M(5 0,133,874) - Ref (In Preamble Of approved budget For 2018/2019)</p> <p style="text-align: right;">Total</p> <p style="text-align: right;">83,053,874</p>	0
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ACTUAL EXPENDITURE

Asset/Project ()O&M Budget ()Actual Expenditure() Ref ()

Asset/Project (Various district roads) O&M Budget (39,920,000)Actual Expenditure(30,216,000) Ref ()

Asset/Project (14 Boreholes)O&M Budget (50,133,874)Actual Expenditure(7,637,583) Ref (Payment Voucher 10/6/2019)

Asset/Project (Maintenance Machinery and Equipment)O&M Budget (1,000,000)Actual Expenditure(2,000,000) Ref (Page 5 of Draft Final Accounts FY 2018/ 2019)

Asset/Project (Maintenance Other)O&M Budget (1,000,000)Actual Expenditure(1,000,000) Ref (Page 5 of Draft Final Accounts FY 2018/ 2019)

TOTAL EXPENDITURE 40,853583

6	<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>At the time of assessment, there was no substantive head of department.</p> <p>Namisindwa district staff structure was submitted for approval and adoption to the Permanent Secretary, Ministry of Public Service on 3rd November 2017 under reference CR NAM D 115/5 which structure was approved by the PS on 19th December 2017 under reference ARC/135/306/01. The approved structure illustrated that there should be 9 Heads of departments. The PAT identified that no HoD was substantively appointed. Therefore all HODs were assigned heads as stated below ;</p> <p>Mabuya Patrick assigned DEO through assignment letter dated 12 July 2018 under reference CR NAMD/161/3\</p> <p>Mukelule Robert- assigned DE through assignment letter dated 12 July 2018 reference CR NAMD 106/3</p> <p>Mityero David assigned District Production and Marketing Officer through assignment letter dated 12 July 2018 reference CR NAMD 161/3</p> <p>Wabweni Andrew assigned DCDO through assignment letter dated 12 July 2018 reference CR NAMD 161/3</p> <p>Masanga Paul assigned District Planner through assignment letter dated. 12 July 2018 reference CRNAMD 161/3</p> <p>Masai Wasu Steven assigned DHO through assignment letter dated 12 July 2018 reference CR NAMD 161/3</p> <p>Wamburu Willy assigned CFO through assignment letter dated 12 July 2018 reference CR NAMD 161/3</p> <p>Mwangale Michael assigned DNRO through assignment letter dated 12 July 2018 reference CR NAMD 161/3</p> <p>Wasike Mwisaka Martin assigned DCO through assignment letter dated 12 July 2018 reference CR NAMD 161/3</p> <p>However, the position of DE was advertised in the New Vision dated 3rd April 2019 unfortunately they failed to attract a suitable candidate.</p>	0
6	<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>At the time of assessment all assigned HoDs lacked the performance reports on file</p> <p>In the year under review all heads of departments/ assigned were required to fill the performance agreements at the beginning of the FY and evaluate their progress throughout the year through the performance reports.</p>	0

7 The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.

Maximum 4 points on this Performance Measure.

- Evidence that 100 % of staff submitted for recruitment have been considered: score 2

All submitted positions for recruitment were considered.

On 27th December 2018, the CAO submitted a list of 33 posts (215 vacancies) for clearance by the PS MoP. On 21st January 2019 the PS MoP cleared the recruitment through letter reference ARC/6/293/05.

The CAO then wrote to DSC through letters dated 29th March 2019 reference CR NAM D 106/3, 4th April 2019 reference number CR NAM D 106/3 with a list of 291 vacancies to be filled.

The adverts where run both internally on notice boards on 29th March 2019) and external (through New vision dated 3rd April 2019.

Then DSC meetings were held from 13th to 12th June 2019 ref number CR NAM D 214/7 series 10/2019 & 24th to 28th June 2018 under reference number CR NAM D 214/7 SERIES 10/2019 reviewing & evaluating the applications.

Below are some of the applications that were considered for instance under minute number Min 44/NAM/DSC 2019 Mr. Mundesi Apollo applied as an assistant animal husbandry officer in the production department, two agricultural officers were considered namely Nasimolo Aron, Musamali Jane by DSC

During the year under review LG promoted 58 staff. For instance during the meeting held on 23rd and 24th May 2019 vide minute number NAM DSC SERIES 8/2019, 17 teachers were promoted to post of senior education assistant .

7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>During the FY under review (2018/19) the CAO submitted a list of 53 staff for confirmation with cover letters dated,30th July 2018, 4th April 2019, and 27th March 2019.</p> <p>The submitted list of staff with their personnel files were discussed For instance on 5th April 2019 under minute No. Min 36/NAM/DSC/2019 Nambozo Milla was confirmed as enrolled Nurse</p> <p>52 staff were confirmed</p> <p>Only one staff was deferred because of incomplete submissions</p>	1
7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>In FY 2018/19, no case was submitted to the DSC for disciplinary action</p>	1

8 Staff recruited and retiring access the salary and pension payroll respectively within two months

Maximum 5 points on this Performance Measure.

- Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3

Of the 291 staff recruited only 194 received salary not later than two months.

During the FY under review, the LG recruited 291 staff. 194 have accessed payroll within two months and 97 have not accessed because of the following; delays in acquiring the IPPS since approval is done by MoFPED and others had failed to successfully register on e-registration platform.

for examples;

Mundesesi Apollo Godwin was appointed as assistant Animal Husbandry officer on 25th June 2019 under reference number CR NAM D 156/2 and posted on 23rd July 2019 under reference CR NAM D 162/3 and entitled to a salary of 1,200,000 but by the time of assessment he had not yet received a salary.

Namanda Andrew was appointed on 25th June 2019 as Askari under reference number CR NAM D 156/2 and posted on 23rd July 2019 under reference CR NAM D 162/3 and entitled to a salary of 187,660 under IPPS 1049292. He received his base salary 375,320 (two month salary) on 28 September 2019

Mayoka Edward was appointed on 25th June 2019 as office attendant under reference number CRNAMD 156/2 and posted on 23rd July 2019 under reference CRNAMD 162/3 and entitled to a salary of 187,660 under IPPS 1049229. He received his base salary 629,577 month on 28 September 2019

Munyalli Moses was appointed on 28th June 2019 as Senior Assistant Secretary under reference number CRNAMD 156/2 and posted on 23rd July 2019 under reference CRNAMD 162/3 and entitled to a salary of 447,080. . He received his base salary 629,577 on 28th September 2019 but by the time of assessment he had not yet received a salary.

8	<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>None of 22 LG staff who retired in FY 2018/19 had accessed the pension payroll within (2) months after retirement. For example Samuel Masaaba (Teacher) IPPS No. 456732 retired on 20th August 2018 and accessed pension in 20th October 2019,</p> <p>The reason for the delay accessing the pension payroll funds include the following;</p> <p>The delay to fully decentralise the pension management system caused procedural delays at MoPS during auditing of the submitted files by the LG.</p> <p>However by the time of assessment the process of decentralising the system was underway; the human resource department had been trained on 23rd August 2019 and the system was yet been installed at the district.</p>	0
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Revenue Mobilization

9	<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 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% - 10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>Total of OSR for FY 2017/2018 Shs 130,523,500 as on page 28 of Audited Accounts for FY 2017/2018</p> <p>Total of OSR for FY 2018/2019 Shs 386,002,967 as on page 29 of the Draft Final Accounts FY 2018/2019.</p> <p>Increase: Shs 255,479,467</p> <p>Percentage: 195.7%</p> <p>Workings: $255,479,467 / 130,523,500 \times 100 = 195.7\%$</p> <p>The big revenue increase was attributed to the following factors:</p> <ul style="list-style-type: none"> • Collections (other revenues) from schools were routed through the Local Government General Fund Account. • Increased LST revenue as the newly created District had started gaining control over her Pay roll management unlike in FY 2017/2018 just after creation. • Increased revenues from CBOs, Registration of Births etc. unlike in FY 2017/2018. 	4
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10	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Total Local Revenue Planned/Budgeted (Original not Revised Budget) for FY 2018/2019 Shs 386,600,000 as on page vii of the approved original budget FY 2018/2019.</p> <p>Total Local Revenue collected in FY 2018/2019 Shs 386,002,967 as on page 29 of the Draft Final Accounts FY 2018/2019.</p> <p>Performance: 99.8%</p> <p>Budget Realisation: 100% - 99.8% = -0.2%</p> <p>The small margin of -0.2% which deprived the LG from registering 100% collection was attributed to the same factors as in 10 above:</p> <ul style="list-style-type: none"> • Collections (other revenues) from schools were routed through the Local Government General Fund Account. • Increased LST revenue as the newly created District had started gaining control over her Pay roll management unlike in FY 2017/2018 just after creation. • Increased revenues from CBOs, Registration of Births etc. unlike in FY 2017/2018 	2
11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Local Revenue which was supposed to be subjected to sharing with Lower Local Governments in FY 2018/2019 was Shs 112,252,578 as on page 28 of the Draft Final Accounts FY 2018/2019.</p> <p>However, the District didn't remit any money to the LLGs contrary to the 65:35 sharing ratio as recommended in the LGA Cap 243 section 85 (4).</p> <p>In addition, the District did not have evidence of consent sought from the LLGs to retain that revenue.</p>	0

11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>The District OSR collected in FY 2017/2018 was Shs 130,523,500 as on page 28 of the Final Accounts FY 2017/2018.</p> <p>20% of Shs 130,523,500 payable for Council allowances and emoluments in FY 2018/2019 was Shs 26,104,700.</p> <p>The actual expenditure could not be traced from the Draft Final Accounts for FY 2018/2019 as there were no explicit relevant codes for Council allowances and emoluments.</p> <p>The payment vouchers as an alternative information source were not availed for assessment despite several reminders to the Ag. CFO.</p>	0
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Procurement and contract management

12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>Namisindwa LG had the positions of the Senior Procurement Officer and the Procurement Officer substantively filled.</p> <p>The District had a Senior Procurement Officer (M/S Wanyenya Philis Cynthia) who was appointed on promotion on letter dated 30th May 2019 under Min No.42/NAM/DSC/2019 signed by CAO Francis Odap.</p> <p>It also had a Procurement Officer who was appointed on probation for 6th month (Mr. Masafu Derrick James on letter dated 28th June 2019) signed by CAO (Francis Odap) under Min No.50/NAM/DSC/2019(I).</p>	2
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12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>Reports of the Evaluation Committees were submitted to the Contracts Committee during FY 2018/2019 on the following dates 18th December 2018/19 and 19th April 2019</p> <p>The Evaluation Committee reports for the following projects were submitted to the Contracts Committee on 18th December 2018.</p> <ol style="list-style-type: none"> 1. Construction of 2 Classroom blocks and office at Bunanganda Primary School. Ref: Nami617/wrks/2018-19/00057 2. Rehabilitation of Buwabwala Gravity Flow Scheme. Ref:Nami617/wrks/2019-19/00054 3. Supply of Double Cabin Pick Up for District Education Officer's office. Ref:Nami617/supp/2018-19/00056 4. Extension of Lirima GFS. Ref: Nami617/wrks/2018-19/00055 5. Construction of 2 Class room blocks at St. Denis Primary School. Ref: Nami617/wrks/2018-19/00058 6. Supply of Borehole Spare Parts Ref: 617/Supp/2018-19/00053 7. Supply and Delivery of 60 Heifersto Bututu Sub county. Ref:Nami617/wrks/2018-19/00059 <p>The Evaluation Committee reports for the following projects were submitted to the Contracts Committee on 16th April 2019</p> <ol style="list-style-type: none"> 1. Construction of Office Block at Mukoto Sub county. Ref: Nami617/wrks/2018-19/00086. 2. Construction of Office Block (Phase III) at Tsekululu Sub County. Ref: Nami617/wrks/2018-19/00085 3. Protection of 10 Springs in Namboko Sub County. Ref: Nami617/wrks/2018-19/00076 4. Supply of 5no. Cross Breed Dairy Heifers to Bwobo Sub county. Ref: Nami617/sup/2018-19/00094 	1
12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The Contracts Committee upheld the recommendations of the EC and in all the awarded contracts, the PAT did not note any deviations from the EC recommendations, for instance</p> <p>On 31/12/2018 under Minute no. MIN:035/NCC/2018/19. The following projects</p>	1

measure.

were approved without any deviation.

1. Construction of 2 Classroom blocks and office at Bunanganda Primary School. Ref: Nami617/wrks/2018-19/00057. The Technical Evaluation Committee recommended that the job be awarded to M/S. Muaina Engineering Works Limited at UGX 63,526,480 and this was accepted by the Contracts Committee.

2. Rehabilitation of Buwabwala Gravity Flow Scheme. Ref: Nami617/wrks/2019-19/00054. The Technical Evaluation Committee recommended that the job be awarded to Lwasakasa Enterprises Limited at UGX 53,000,000 and this was accepted by the Contracts Committee.

3. Supply of Double Cabin Pick Upi for Distric Education Officer's office. Ref: Nami617/supp/2018-19/00056. The Technical Evaluation Committee recommended that the job be awarded to Cooper Motors with a provision of negotiating the price since the quoted amount was way above the Budgeted price and this was accepted by the Contracts Committee. Quoted amount was UGX 177,332,076 and Budgeted amount was UGX 138,500,000.

4. Extension of Lirima GFS. Ref: Nami617/wrks/2018-19/00055. The Technical Evaluation Committee recommended that the job be awarded to Bana Enterprises with a provision of negotiations since the quoted price (UGX256,721,862)was above the budgeted amount(226,579,900) and this was accepted by the Contracts Committee.

5. Construction of 2 Class room blocks at St. Denis Primary School. Ref: Nami617/wrks/2018-19/00058. The Technical Evaluation Committee recommended that the job be awarded to African Construction Limited at UGX 61,980,680 and this was accepted by the Contracts Committee.

6. Supply of Borehole Spare Parts Ref: 617/Supp/2018-19/00053. The Technical Evaluation Committee recommended that the job be awarded to Kaye Investments Limited at UGX 41,167,986 and this was accepted by the Contracts Committee.

7. Supply and Delivery of 60 Heifersto Bututu Sub county. Ref: Nami617/wrks/2018-19/00059. The Technical Evaluation Committee recommended that the job be awarded to Samoa General Detergents Limited at UGX 66,000,000 and this was accepted by the Contracts Committee

13

The LG has a comprehensive Procurement and Disposal Plan covering infrastructure

• a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget

The Procurement and Disposal Plan for the Current Financial year covered all Infrastructure projects in the Approved Annual work Plan and Budget.

This was evidenced as follows. The LG availed

2

activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2

an approved annual procurement plan for the FY 2019/20 submitted on 26th/7/2019 and acknowledged receipt by the MOFPED and PPDA on 23rd September 2019. The plan covers all the entire infrastructure project in the approved work plan and budget. For example.

Construction of Mukoto Seed School. This was covered in the Annual Work Plan Page 2

Construction of 2 Classroom blocks at Bunamitsu Primary School. This was covered in the Annual Work Plan Page 2

Rehabilitation of two Classroom blocks at Busiima Primary School. This was covered in the Annual Work Plan page 2.

Extension of Lirima GFS to target areas in Bukokho, Bukiabi and Bumwoni. This was covered in the Annual Work Plan Page 3

Construction of 8 Administration block at District Headquarters. This was covered in the Annual Work Plan Page 4

Construction of 4 Stance Composite VIP Latrine at RGC. This was covered in the Annual Work Plan page 3.

The Local Government made procurements in the FY2018/19 and adhered to the Procurement Plan

Construction of 2 Classroom blocks and office at Bunanganda Primary School. Ref: Nami617/wrks/2018-19/00057 at UGX 63,526,480. This was contained the Procurement Plan Item no. 4.

Rehabilitation of Buwabwala Gravity Flow Scheme. Ref:Nami617/wrks/2019-19/00054 at UGX 53,000,000. This was contained the Procurement Plan Item no.44

Supply of Double Cabin Pick Upi for Distric Education Officer's office. Ref: Nami 617/supp/2018-19/00056 at UGX 140,000,000. This was contained in the Procurement Plan Item no.9

Extension of Lirima GFS. Ref: Nami617/wrks/2018-19/00055 at UGX 266,579,900. This was contained in the Procurement Plan Item no. 47.

Construction of Office Block (Phase III) at Tsekululu Sub County. Ref: Nami 617/wrks/2018-19/00085 at UGX 17,000,000. This was contained in the Procurement Plan item number 215.

14	<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2 	<p>The LG hadn't prepared 80% of the Bid documents for all Investment/Infrastructure by 30th. August 2019.</p> <p>The LG had 40 Investment/ Infrastructure projects and out of this only 7 (12%) Bid Documents had been prepared and issued on 17th October 2019. For instance: Partial completion of Administration block, Construction of two classroom block, Extension of Lirima GFS to target areas in Bukiabi, Bukokho, Bumwoni and Magale, Construction of 2 Classroom block at Bunamusu and Construction of 2 Classroom block at Busiru P/S.</p> <p>The low bid preparation was attributed to user department delay in submissions of their procurement input.</p>	0
14	<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>FY 2018/2019, contract register showing Date, Ref no. Subject of Procurement, Contractor/ Supplier/, Amount Committed was availed.</p>	2

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

- For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.

All the procurements undertaken during the FY under review complied with Regulation 33(3) of the LGs (Public Procurement and Disposal of Public Assets) Regulations 2006 thresholds for procurement of Works (1a and 1b), thresholds for procurement of supplies and services (2a and 2b), micro procurement (3) and community purchase

The LG used two procurement methods; Open Domestic and Restrictive/Selective bidding. This was evident as seen below

Construction of 2 Classroom blocks and office at Bunanganda Primary School. Ref: Nami617/wrks/2018-19/00057 at UGX 63,526,480. The procurement method used was Open Domestic Bidding and it adhered to the Thresholds.

Rehabilitation of Buwabwala Gravity Flow Scheme. Ref: Nami617/wrks/2019-19/00054 at UGX 53,000,000. The procurement method used was Open Domestic Bidding and it adhered to the Thresholds.

Supply of Double Cabin Pick Up for District Education Officer's office. Ref: Nami617/supp/2018-19/00056 at UGX 140,000,000. The procurement method used was Open Domestic Bidding and it adhered to the Thresholds.

Extension of Lirima GFS. Ref: Nami617/wrks/2018-19/00055 at UGX 266,579,900. The procurement method used was Open Domestic Bidding and it adhered to the Thresholds.

Construction of Office Block (Phase III) at Tsekululu Sub County. Ref: Nami 617/wrks/2018-19/00085 at UGX 17,000,000. The procurement method used was Selective bidding and this adhered to the Thresholds.

Construction of office block at Mukoto Sub County. Ref: Nami617/wrks/2018-19/00086. The procurement method used was Selective bidding and this adhered to the Thresholds.

15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>All works projects implemented in the FY 2019/20 were appropriately certified- interim and completion certificates based on technical supervision. For Example</p> <p>For Construction of 4 Stance Lined Pit Latrine at Mafutu PS, an interim valuation certificate was prepared on 10/05/2019 and signed by the District Engineer after the submission of an inspection report dated 10/05/2019 by the District Engineer showing completion of works. This was verified by the Principal Internal Auditor's report dated 29th April 2019 and Payment was done on 27/05/2019.</p> <p>For Construction of 2 Classroom blocks and Office Store at Bumurwa PS. An Interim Valuation Certificate was prepared on 29/05/2019 by the Ag. District Engineer after the submission of an inspection report dated 14th June 2019 showing completion of work. The Principal Internal Auditor also did a verification report on 27th June 2019 report were he verified the completion of works. Payment was done on 28/06/2019.</p> <p>For Extension of Lirima GFS, a substantial Valuation Certificate was issued on 28th June 2019 signed by the Ag. DWO and Ag. District Engineer after an inspection report from the Ag. DWO dated 26th June 2019 showing that the works were satisfactorily done. The payment was done on 28/06/2019.</p>	2
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15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>The LG had not started any works projects in the current Financial year so no site boards or labels were see at the time of assessment</p>	2
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Financial management

16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>The LG operated 15 bank accounts in FY 2018/2019 (not yet rolled on IFMIS) which were dully reconciled on monthly basis as per the sampled bank accounts below:</p> <p>UWEP Recovery Account:</p> <p>Balance as per Bank statement as at 30/6/2019 was Shs 11,958,662</p> <p>Balance as per Cash book as at 30/6/2019 was Shs 12,208,662.</p>	4
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YLP Recovery Account:

Balance as per Bank statement as at
30/6/2019 was Shs 24,652,810

Balance as per Cash book as at 30/6/2019 was
Shs 4,752,810.

YLP Project Account:

Balance as per Bank statement as at
30/6/2019 was Shs 851,366.

Balance as per Cash book as at 30/6/2019 was
Shs 151,366

General Fund Account:

Balance as per Bank statement as at
30/6/2019 was Shs 282,673,101

Balance as per Cash book as at 30/6/2019 was
Shs 190,270.

Technical Services Account:

Balance as per Bank statement as at
30/6/2019 was Shs 496,596,005.

Balance as per Cash book as at 30/6/2019 was
Shs 9,654

In addition, Monthly Bank Reconciliations for
the 1st quarter of FY 2019/2020 had been
made as per the sampled bank accounts
below:

Statutory Account:

Balance as per Bank statement as at
30/9/2019 was Shs 27,670,265

Balance as per Cash book as at 30/9/2019 was
Shs 26,941,265.

Finance Account:

Balance as per Bank statement as at
30/9/2019 was Shs 58,367,035

Balance as per Cash book as at 30/9/2019 was
Shs 58,367,035.

Administration Account:

Balance as per Bank statement as at
30/9/2019 was Shs 210,986

Balance as per Cash book as at 30/9/2019 was
Shs 210,986.

NUSAF Sub-projects Account:

Balance as per Bank statement as at
30/9/2019 was Shs 188,330

Balance as per Cash book as at 30/9/2019 was
Shs 188,330.

Natural Resources Account:

Balance as per Bank statement as at

30/9/2019 was Shs 6,858,557

Balance as per Cash book as at 30/9/2019 was Shs 6,858,557.

17	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none">• If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2.	<p>The LG did not make timely payment to suppliers in FY 2018/2019 as evidenced in the sampled payments below:</p> <p>M/s African Construction Technician & Contractors (U) Ltd requested for payment of Shs 11,252, 348 for construction of a Maternity & General Ward at Bukhabusi HCII which was certified and recommended for payment by the District Engineer (date not indicated) and was paid on 14/12/2018 vide PV No. PV 7/12 after 50 days later than the 30 days duration as per payment schedule in the signed contract.</p> <p>M/s Frematex Services (U) Ltd requested for payment of Shs 25,000,000 on 27/3/2019 for Retention on construction of outpatient department at Magale Sub county which was certified under Certificate No. 1 by the Ag District Engineer on 13/3/2018 and was paid on 21/6/2019 vide PV No. 3/6 after 86 days later than the 30 days duration as per payment schedule in the contract signed on 6/3/2013.</p> <p>M/s Maku Building Contractors Ltd requested for payment of Shs 17,395,230 on 29/4/2019 for construction of 4-stance pit latrine at Mutufu P/S which was certified under certificate No. 1 and recommended by the Ag. District Engineer on 10/4/2019 and was paid on 27/5/2019 vide PV No. 09/05 after 28 days within the payment duration of 30 days as per the signed contract dated 3/4/2019.</p>	0
18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none">• Evidence that the LG has a substantive Senior Internal Auditor: 1 point.• LG has produced all quarterly internal audit reports for the previous FY: score 2.	<p>The LG did not have a substantive Senior Internal Auditor.</p> <p>However, the LG had a one called Manghali Joel Wateya assigned the duties of Senior Internal Auditor & Caretakership of Principal Internal Auditor by CAO on 23/4/2018 Ref: CRNAMD/161/3.</p>	0

18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</p>	<p>The LG produced all the 4 (four) Quarterly Internal Audit Reports for FY 2018/2019 addressed to the LC V Chairman and submitted copies to the relevant offices including CAO, IAG, LGPAC as indicated below:</p> <table><tr><th>Quarter Reference</th><th>Date of report</th></tr><tr><td>Quarter 1 Unreferenced</td><td>30/10/2018</td></tr><tr><td>Quarter 2 CRNAMD 226/4</td><td>28/01/2019</td></tr><tr><td>Quarter 3 Unreferenced</td><td>17//04/2019</td></tr><tr><td>Quarter 4 CRNAMD 226/4</td><td>15/07/2019</td></tr></table>	Quarter Reference	Date of report	Quarter 1 Unreferenced	30/10/2018	Quarter 2 CRNAMD 226/4	28/01/2019	Quarter 3 Unreferenced	17//04/2019	Quarter 4 CRNAMD 226/4	15/07/2019	2
Quarter Reference	Date of report													
Quarter 1 Unreferenced	30/10/2018													
Quarter 2 CRNAMD 226/4	28/01/2019													
Quarter 3 Unreferenced	17//04/2019													
Quarter 4 CRNAMD 226/4	15/07/2019													
18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>The LG did not avail information to Council & LG PAC on the status of implementation of Internal Audit Queries raised during FY 2018/2019 as indicated below:</p> <p>The total number of queries raised in FY 2018/2019 were: 7 (seven)</p> <p>Total number of queries cleared were: Nil as there was no evidence of implementation status thus all the 7 were pending.</p> <p>The nature of queries raised was as below:</p> <p>Late submission of books of accounts for audit raised in 1st and 2nd quarters</p> <p>Under collection of revenue.</p> <p>Non submission of books of accounts for audit by Production Sector.</p> <p>Late Procurement process.</p> <p>Understaffing under HRM.</p> <p>Unfinished projects in Namboko Sub county.</p> <p>NOTE:</p> <p>No evidence of information on the status of implementation on queries raised in FY 2018/2019 was availed to the Assessment Team.</p>	0										

The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations

Maximum 6 points on this performance measure.

• Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1.

All the 4 Quarterly Internal Audit Reports for FY 2018/2019 were duly submitted to the LG Accounting Officer and copied to LGPAC as illustrated in the table above.

Quarter	Date of submission Reference for report review
Quarter 1	30/10/2018 Not Reviewed by LGPAC
Quarter 2	28/01/2019 Not Reviewed by LGPAC
Quarter 3	17/04/2019 Not Reviewed by LGPAC
Quarter 4	15/7/2019 Not Reviewed by LGPAC

However, all the four Quarterly Internal Audit Reports for FY 2018/2019 were not reviewed by LGPAC.

LGPAC sat only twice in FY 2018/19 on 26/11/2018 and 27/2/2019 to review special cases forwarded to them by CAO regarding Sub counties but for FY 2017/2018 as listed below:

Compliance to procedures in Procurement.

Establishment of Internal Controls.

Timely accountabilities,

Proper Records Management.

The LG maintains a detailed and updated assets register
Maximum 4 points on this performance measure.

• Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4

The LG maintained an Assets Register but with a component of "Register of Fixed Assets – General" not in conformity with prescribed format in the LGAM, 2007 as required.

In addition, the Assets Register for Motor Vehicles and Heavy Plants had not been updated e.g.

Ford Ranger Pick-up 2017 LG0001-161 was last updated on 22/6/2018.

Nissan LG 0002-67 was last updated on 19/01/2018.

20	<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>The Auditor General's Opinion on the financial statements of Namisindwa LG for the year ended 30th June 2019 was "Unqualified".</p>	4
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Governance, oversight, transparency and accountability

21	<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>The LG Council met and discussed service delivery related issues as provided in the minutes below:</p> <p>Quarter 1: Meeting held on 11th September 2018 and discussed under Minute no DLG Min 66/09/2018-19 the Presentation of state of Affairs report for Financial Year 2017/2018</p> <p>Quarter 2: Meeting held on 2nd November 2018 discussed under Minute DLG Min 71/11/2018 discussed review of Work plan and Budget 2018/2019 and Presentation and discussion and under DLG Min 72/11/2018-19 presentation and discussion of Standing Committee reports</p> <p>Quarter 3: Meeting held on 21 December 2018 and discussed under Minute no DLG Min 78/12/2018-19 Presentation and discussion of a proposed member of PAC and accordingly approved Mrs Kituyi Agnes as a member of PAC replacing the late Maruti Damascus</p> <p>.</p> <p>Quarter 4: Meeting held on 28th March 2019. and discussed under Minute no DLG Min 87/03/2018/19...Draft Work plan and Budget Estimates for Financial Year 2019/2020</p>	2
22	<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that LG has designated a person to coordinate response to feedback (grievance/complaints) and responded to feedback and complaints: score 1. 	<p>The LG designated Mr Nambwila Barnabas Principal Assistant Secretary as the grievance coordinator</p> <p>Date of designation 10/07/2018</p> <p>Reference CRNAMD 156/2.</p> <p>Evidence of response to feedback and complaints</p> <p>A complaint from a businessman of Bumbo Town Council and chairperson regarding poor sanitation in Bumbo Town Council LC II dated 30/8/2019 signed by 76 residents was received and expedited action taken vide letter from CAO dated 3/9/2019 under reference CRNAMD 851/1 and problem solved by 11/9/2019.</p>	1

22	<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>Although the LG designated a person to handle grievances, a specified system for recording, investigating and responding to grievances, which would be displayed at LG offices and made publicly available so that everyone knows where to go in case of a complaint was not in place.</p>	0
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>There was no evidence that LG published the LG Payroll and Pensioner Schedule on public notice boards and other means.</p>	0
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>There was evidence that the procurement plan and awarded contracts and amounts are published as seen from Best Evaluated Bidder Notices that were pulled from file</p> <p>However, they LG lacked a specific Notice board solely reserved for Procurement Department in order to be sure that the regulation on mandatory days for display is complied with.</p>	1
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>There was no evidence adduced that the LG – PDU performance assessment results and implications, were published e.g. on the budget website for the previous year.</p>	0

24	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>It was found that the LG communicated and explained guidelines, circulars from national level. Evidence to this was provided including; Letter from Aula James on behalf of CAO to all Sub-county chiefs and all Town Clerks clarifying on operationalization of new administrative units dated 24th June 2019 under reference CRNAMD 105/7</p>	1
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24	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that 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. 	<p>There was no evidence produced to prove that the LG conducted discussions (e.g. barazas, radio programmes etc..) with the public to provide feed-back on status of activity implementation:</p>	0
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Social and environmental safeguards

25	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>The Gender Focal Person and CDO provided guidance and support to other sector departments to mainstream gender, vulnerability and inclusion into activities through a presentation that was shared with the HODs and other stakeholders. The presentation was titled "Gender Based Violence Prevention and Response" by Ministry of Gender Labor and Social Development, June 2018.</p>	2
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25	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implement-ted: score 2. 	<p>The Gender Focal Point Person and CDO have planned a minimum of two activities for the current FY to strengthen women's roles and address vulnerability and social inclusions. These are:</p> <p>Formation and Funding of 18 women groups</p> <p>Training of Women Committee members</p> <p>Monitoring and Supervision of UWEP activities in the district.</p> <p>The Expenditures presented were</p> <p>Youth Groups= UGX 251.98M</p> <p>PWDs = UGX8M</p> <p>Total = 259.98M</p> <p>There was evidence availed for Expenditure on Women groups.</p> <p>This was against a budget of UGX 328.47Million.</p>	2
26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>Screening was done for the following projects:</p> <p>Construction of the office block at Mukoto S/C. Screening was done on 22/04/2019 by Watsemba Stella. Ag. Environmental Officer with a mitigation measure of planting of vegetation.</p> <p>Protection of Buyashere Spring in Namboko Sub County. Screening was done by Watsemba Stella on 11/07/2018. Mitigation measures involved planting of grass and fencing the area.</p> <p>Extension of Lirima Gravity Flow Scheme. Screening was done on 15/07/2018 by Stella Watsemba. Mitigation measures involved restoration of vegetation, backfilling and planting of trees</p>	1

26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>There was evidence that the LG integrated environmental and social management and health and safety plans in contract bid documents by providing in the Bills of Quantities a Statement to consider Environmental and Social Management and Health and Safety Plans on all BOQs</p>	1
26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>There was evidence that all projects are implemented on land where the LG has proof of ownership. For Example, in the Construction of a Composite Toilet at Skiamoto Trading Centre, there was a Land Agreement between Mr. Tseteka Stephen and the community of Nafwa Village, Butambasa II Parish, Buwabwala TC. The Agreement was signed by the Owner of the land and the Chairman LC1 (Mr. Muyifi Titus) on 04/04/2019.</p> <p>Also in the Construction of a Latrine at Munamba TC, there was a Land Agreement between Mr. Wesike Paul and the community of Buwetsalo Village, Bamuyomga, Bubuto. The Agreement was signed by the Owner of the land Mr. Wesike and the Chairman LC1 Mr. Khaukha Abbas on 28/02/2019</p>	1
26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>The LG had two environmental and social mitigation certificates form out of five sampled as mentioned below at the time of Assessment these include;</p> <p>Construction of office block at Mukoto s/c</p> <p>Environment and social certificate for local government project dated 24th July 2019 and signed by both Ag DEO (M/S Watsemba Stella) and Environmental focal point person Mr Mwangala Micheal</p> <p>Construction of two class room block at Bunanganda p/s. Environment and social certificate for local government project dated 8th June 2019 and signed by both Ag DEO (M/S Watsemba Stella) and Environmental focal point person Mr Mwangala Micheal.</p>	0

26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was no evidence that the contract payment certification included prior Environmental and social clearance</p>	0
26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>The LG Environmental Officer and CDO had the monthly reports that included check lists, deviations and corrective action</p> <p>For example;</p> <p>Field training report for Bupoto sub county on environment and nature resource management practices held on 3/8/2018 compiled by Mwangala Michael (Ag. Nature Resource Officer).</p> <p>Compliance monitoring of lower level government in mainstreaming environment by Stela Watsemba (Ag. Environmental Officer) held on 18th October 2018.</p>	1

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management				
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>With evidence from the Approved Budget Estimates of Performance Contract FY 2019/20, Namisindwa LG Education dept Annual Work Plan allocated a Wage Bill provision of Ug.X 9,393,808,000 Budgeted for Pre-primary and Primary Education on page 22 of Vote 617 Namisindwa LG Approved Budget Estimates FY- 2019/20.</p> <p>Updated DEO Lists of Schools showed 1,203 Teachers had been posted in 95 Schools, with 70 H/Teaches and Deputy H/ Teachers.</p> <p>On average therefore, a Wage Bill of Ug.x.9,393,808,000 for 1,203 teachers catered for a minimum of 7 - 10 Teachers at Ug.x.7,808,651, per teacher per annum for schools with a Head Teacher schools with less than p.7.</p>	4
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>Evidence from Education department , indicated that out of 95 government aided P/Schools in Namisindwa LG, 89 had at least 7 Teachers per class for schools with a Head Teacher and classes up to P.7 and 6 primary schools with classes less than P.7.</p> <p>Average from Sample schools, Magale Girls p/s, had 22 Teachers and a Head Teacher, (Betty Nambafu), Bupoto p/ had 15 Teachers and a Head Teacher (Wasike Patrick), Tserono p/s had 13 Teachers including a Head Teacher and Magale Parents had 16 Teachers including a Head Teacher. Therefore $(22+15+13+16) / 4 = 16,5$ Teachers. There were 16 teachers per school including H/Teacher for schools with a minimum of less than p.7.</p>	4

2	<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>The approved Namisindwa LG Staff Structure indicated that Education had a total of 1,203 Primary School Teachers who included 70 Head Teachers and 70 Deputy Head Teachers, 66 Senior Education Assistants and 997 Education Assistants.</p> <p>Out of a staff ceiling of 1,209 in Education Sector, meant that 1,203 Teachers represented about 99% of the total Education staff.</p> <p>Available information also showed that 185 Teachers had been newly recruited and 14 internally Transferred under Min 52/ NAM/ DSC/2019/ with a Wage Bill Provision under Vote 617 Namisindwa LG Approved Budget Estimate, FY: 2019/20.</p>	3
3	<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>The LG had one substantively appointed School Inspector by the names of Sophie Namutosi (former Education Officer Manafwa LG) appointed by the DSC on 23rd - 24th/5/2019 under DSC Min No. 40/NAMI/DSC/2019.</p> <p>Ms Risper Nasike a former Head teacher at Tserono P/S was assigned as Ag. Education Officer/School Inspection by CAO as per unreferenced letter dated 12th/7/2019.</p>	6
4	<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>There was no evidence of submission of a Recruitment plan.</p> <p>However, the DEO through unreferenced letter dated 12/07/20119, to the CAO expressed need to recruit 30 Teachers. Since 30 Teachers were due to retire.</p>	0
4	<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>There was no evidence of submission of a Recruitment plan.</p> <p>However, the DEO through unreferenced letter dated 12/07/20119, to the CAO expressed need to recruit 30 Teachers. Since 30 Teachers were due to retire.</p>	0

5	<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>Evidence availed during assessment indicted , that the Education department had 2 Inspectors of Schools; Sophia Namatosi who was appraised by CAO on 12/07/2018 and Inspector Risper, appraised on 24/07/2018. They had also filled and submitted Performance Contracts for FY2019/20 on 24/-7/2019.</p>	3
5	<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers <ul style="list-style-type: none"> o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>Out of 95 Head Teachers only 64 Head Teachers were appraised.</p> <p>Evidence from the DEO dept, indicated that 64 Head Teachers out of 95 government schools (i.e. $64/95 \times 100\% = 67\%$), of all Head Teachers had submitted their Performance Reports for the period (01/01/2018 to 31/12/2018) FY 2018/19,</p> <p>Wasike Patrick H/Teacher of Bupoto p/s submitted a performance report for the period 01/01/2018 to 31/12/2018 on 14th December 2018.</p> <p>But there was no appraisal of Magale Girls H/Teacher, Betty Nambafu who was a new H/Teacher in the school.</p>	0

The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools

Maximum 3 for this performance measure

- Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1

The department communicated guidelines, Policies and circulars issued by the national level. For instance;

Circular ref: ADM/164/239/01 dated 29/11/2018 To Host Early Grade Reading Training w/shop in in Namisindwa from Oct 2018 to Feb. 2019.

Communication Ref: BPD/108/155/ /01 dated 14/01/2019 which involved a response to the request for Supplementary Funds for Salaries, Deduction, Pension, and Gratuity for FY:2017/18.

Circular dated 26/08/2019 Requesting for Planning Statistics required by the MoES for LG Indicative Figures for FY: 20120/21.

A Communication ref: to Head Teachers ADM/137/157/01 dated 26/04/2019 from DEO for the Annual General meeting scheduled from 13 to 16/05/2019.

The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools

Maximum 3 for this performance measure

- Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2

Evidence availed during assessment showed that DEO held meetings with Head Teachers.

For instance from DEO meeting with Head Teachers on 06/12/2018, under MIN3/12/2018, DEO emphasized to improvement on the key schematic areas like:

- Assessment of Learners by teachers.
- Increase Weekly supervision of teachers.
- Vandalism of furniture.

Secondly the DEO had a meeting with Head Teachers of Private primary schools on 21/03/2019 under MIN3/21/03/2109, he appreciated the performance of Private schools, highlighted number of Private Licensed and Un registered private schools and requested private Unregistered schools to expedite the process of registration and also discouraged Exam malpractice in private schools.

And in a meeting held on 07/02/2019, under MIN 03, the DEO requested H/Teachers to ensure that assessments of Learners are regularly conducted based on a bottom up grading.

The LG Education Department has effectively inspected all registered primary schools²

Maximum 12 for this performance measure

• Evidence that all licenced or registered schools have been inspected at least once per term and reports produced:

- o 100% - score 12
- o 90 to 99% - score 10
- o 80 to 89% - score 8
- o 70 to 79% - score 6
- o 60 to 69% - score 3
- o 50 to 59 % score 1
- o Below 50% score 0.

Total average coverage of Inspection of both government and private primary schools per term was 41.83%.

Following field visits to the following schools indicated that the inspections had been conducted as follows;

Magale Girls p/s inspection was carried out 5/02/2019 and 18/07/2019 = $\frac{2}{3} \times 100\% = 67\%$.

Tserono p/s inspection was carried out 6/02/2019 and 18/09/2019 = $\frac{2}{3} \times 100\% = 67\%$.

Bupoto p/s inspection was carried out 11/6/2019, hence $\frac{1}{3} = 33.33\%$, While Magale Parents p/s had no inspection information. That meant = 0%.

Therefore the overall average inspection coverage was $(67\% + 67\% + 33.33\% + 0\%) = \frac{167.33\%}{4} = 41.83\%$.

LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations

Maximum 10 for this performance measure

• Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4

From School inspection period 2018/19 and Inspection report, the DEO held meeting with Head Teachers

During a meeting held on 22/8/2019 under MIN IV, the DEO presented the findings from the inspection reports which were inadequate Teacher supervision, poor results and inadequate completion of schemes of work.

The Education department later recommended that Head Teachers maintain in place Teacher staff registers, updated Prep books and Scheme books. As well as regular participation in reading competitions.

LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations

Maximum 10 for this performance measure

• Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2

Only two submissions letter (term 1 and Term 2) of schools inspection reports to the Directorate of Education Standards (DES) were availed to the assessment team.

The Education dept submitted School inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES) on 08/05/2019 received by Mr. Okiror John and on 26/06/2019.

8	<p>LG Education department has discussed the results/ reports of school inspec- tions, used them to make recommendations for corrective actions and fol- lowed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>There was no evidence that the Education department followed up on the recommendations from the Inspection</p>	0
9	<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as</p> <p>per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>The LG list of Primary schools in EMIS was inconsistent with PBS as indicated below:</p> <p>EMIS had 94 schools whereas PBS had 95 schools.</p>	0
9	<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as</p> <p>per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submit- ted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>Enrolment data submitted was not consistent with EMIS reports and PBS as evidenced from the sampled schools for instance, Magale Girls p/s had Enrolment of 840 while EMIS was 749 Pupils, Tserono p/s had 630 Pupils, Bupoto p/s had 1227 Pupils while Magale Parents school had 563 pupils respectively. All lists of schools had EMIS Codes but were missing Enrolment pupil numbers.</p>	0

Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for education met, discussed service delivery issues and pre-sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>During the time of assessment it was noted that the LG had one committee responsible for both Education and Health Chaired by Councillor Namutosi Sylvia Khabanza</p> <p>The meeting held on 23rd May 2018 under SCEHO8/05/2017/18 Presentation and discussion of Departmental budget for FY 2018/2019</p> <p>DLG Min 52/03/2017-18 Presentation and discussion of council committee reports discussed Education</p> <p>For education, issues of provision of pit latrines to schools were discussed</p>	2
10	<p>The LG committee responsible for education met, discussed service delivery issues and pre-sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>Education sector committee presented issues</p> <p>that required Council approval as follows;</p> <p>On 29 March 2018 under Minute DLG MIN 54/03/2017-18 the Council discussed and approved the integration of the Work plan for FY 2018/19 in line with the Education priorities</p> <p>On 26 march 2018 under Minute SCEH MIN: 03/03/2017/2018 the Council discussed the education sector work plans for FY 2018/2019</p>	2
11	<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>From the Education department, all government aided primary schools had functional SMC committees and evidence from school samples visited, revealed that SMC held at least 3 mandatory meetings to discuss Budgets and school resource allocations.</p> <p>These schools had submitted copies of minutes of SMC - Meetings to Namisindwa DEO office.</p> <p>For instance Magale Girls p/s SMC held meeting on (13/07/2018, 24/10/2018 and 22/08/2019) = 100%</p> <p>Tserono p/s SMC, held meetings on (16/10/2018, 8/02/2019 and 18/06/2019) = 100%.</p> <p>Bupoto p/s held on (21/3/2018, 30/04/2019 and 01/10/2019) = 100%.</p> <p>While Magale Parent held meetings on (3/02/2019, 11/10/2019) = 67%. Therefore, over all meeting average was $(100\% + 100\% + 100\% + 67\%)/4 = 91.75\%$.</p>	3

12	<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<p>Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</p> <p>The LG had publicized all Schools receiving Non -Wage recurrent grants through posting on the notice that could be accessed all the time by all stakeholders for instance</p> <p>Namisindwa LG Notice board, posted Ug.x 5,595,191,244 funds for Non-Wage Bill Recurrent grant of the 4th Quarter FY: 2018/19 on 30/08/2019 where Education Sector - Inspection, allocation was Ug.x. 126,285,835 and Education Development grant of Ug.x.409, 148,173 posted on the LG Notice board.</p>	3
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Procurement and contract management

13	<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>• Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4</p> <p>Sector submitted procurement inputs to the Procurement Unit that covered all investment items in the approved work plan and budget.</p> <p>The Submission was made on 18/07/2019 at 4:42 pm as indicated on pages 31 up to 37 under the Approved Vote 617 Namisindwa LG Budget Estimates FY 2019/20. However, this was 3 months late after April 30th mandated deadline.</p>	0
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Financial management and reporting

14	<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<p>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</p> <p>The LG Education department timely certified and recommended suppliers for payment (as per signed contract dated 3/4/2019) evidenced in the sampled payments as listed below:</p> <p>M/s Maku Building Contractors Ltd requested for payment of Shs 17,395,230 on 29/4/2019 for construction of 4-stance pit latrine at Mufutu P/S which was certified under Certificate No 01 by the Ag. District Engineer on 10/4/2019 and was paid on 27/5/2019 vide PV No. 09/05</p> <p>M/s Muaina Engineering Ltd requested for payment of Shs 15,192,400 on 30/4/2019 for construction of 4-stance Lined pit latrine at Bunaganda P/S which was certified (under certificate No.01) and recommended by the Ag. District Engineer on 30/4/2019 and was paid on 3/5/2019 vide PN No. 06/5</p> <p>M/s Pearl of Cliffs Investment & Construction requested for payment of Shs 6,192,000 on 19/6/2019 for supply of 36 3-seater desks to Buteteya P/S which was certified (certificate No.01) and recommended for payment by DEO on 30/5/2019 and was paid on 28/6/2019 vide PV No. PV No. 10/06.</p>	3
15	<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<p>• Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4</p> <p>There was no evidence of submission of quarterly reports to the planner by 15th of July.</p> <p>However, the Education component was incorporated in the Annual Performance Report for FY 2018/2019 page 18 which was submitted to MoFPED.</p>	0

16	<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> o If sector has no audit query <p>score 4</p> <ul style="list-style-type: none"> o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: <p>score 2</p> o If all queries are not responded to <p>score 0</p> 	<p>The LG Education Sector had no internal audit findings throughout FY 2018/2019 as evidenced in the 4 (four) Quarterly Internal Audit Reports..</p> <p>Total number of queries raised in FY 2018/2019: Nil thus no pending query.</p>	4
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Social and environmental safeguards

17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>There was no evidence that Namisindwa LG Education sector in collaboration with the Gender Focal person had disseminated Guidelines on how Senior Women/Men teachers should provide guidance to girls and boys to handle hygiene, reproductive health and life skills.</p>	0
17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>There was no evidence that the LG Education sector in collaboration with the Gender department had issued and explained Guidelines on how to manage Sanitation, for Girls and PWDs in primary schools.</p>	0

17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>Evidence availed from the Samples of schools visited indicated that School Management Committees met the Gender composition as required.</p> <p>For example Magale Girls p/s SMC 13 members were comprised of : 7 Female to 6 male.</p> <p>Betty Nambafu, KeziaNalinya,</p> <p>FelistusWamono, Agnes Malemo, Catherine Achom, Mary Manana, Charles Situma, Edward Buyella, Lawrence Kituyi, Simon Nakhaima, Mathew Macheso. Peter Mella,</p> <p>Simon Nakhaima.</p>	1
18	<p>LG Education department has ensured that guide-lines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>There was no evidence that Namisindwa LG Education sector in collaboration with the Environment department had issued guidelines on Environmental management (tree-planting and waste management and formation of Environment clubs and environment education.</p>	0
18	<p>LG Education department has ensured that guide-lines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>There was no evidence that all School infrastructure projects were screened before approval for construction using the Check list for screening of projects.</p>	0
18	<p>LG Education department has ensured that guide-lines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>There was no evidence that Environment Officer and the Community Development officer of Namisindwa LG had visited the sited to check whether the Mitigation plans were being complied with.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management				
1	<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 - 80% - score 4 • Less than 60% filled: score 0 	<p>The PHC wage allocation for the district for FY 2019/2020 was shs. 1,960,622,000.</p> <p>PHC wage for health workers in post for FY 2019/2020 was 1,762,854,753/=.</p> <p>%wage provision (posts filled for primary health care workers with a wage bill provision)=90%resulting into a score of 8</p> <p>There was a surplus of 10% which was for recruiting Health workers for 4 HC IIs and 1 HC III which had been constructed earlier but had been lying idle without staff</p>	8
2	<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re- quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>There was no evidence of submission of a comprehensive recruitment plan/request to HRM for FY 2019/20</p>	0

The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted

Maximum 8 points for this performance measure

Evidence that the all health facilities in-charges have been appraised during the previous FY:

- o 100%: score 8
- o 70 – 99%: score 4
- o Below 70%: score 0

Three out of 5 in-charges representing 60% had filled the forms and submitted to DHO/CAO offices but the appraisal process was not yet completed. The remaining two in-charges had just filled the forms recently and not yet submitted to the DHO and CAO offices.

The appraisal forms of Mr Wamambe Benjamin in-charge Bubutu HC II, Mr. Mupuya David in-Charge Bumbo HC III, and Mr Wandega Moses in-Charge Soono HC II were still with the DHO/CAO. The district acknowledged this weakness in document handling and processing due to human resource issues. However, the district had recently recruited Records Officer to help with handling district records. This will make the process faster.

Mupuya David CO i/c Bumbo HC III. Filled forms on 16th July 2019, forms not yet back

Wandega Moses, Nursing Officer i/c Soono HC II. Filled forms in July 2019. Not yet appraised

Wamambe Benjamin SCO, I/c Bubutu HC III / Not yet appraised for 2018/19

Dr. Lukia Nakami, I/c St Elizabeth Magale HC IV (PNFP). She had just filled appraisal forms, not yet submitted to DHO.

Mukinga Suzan SCO, CR/D/10357, i/c Buwabwala HC III. Appraisal forms not yet filled.

The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.

Maximum 4 points for this performance measure

- Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4

Staff deployment was in agreement with staff list in the approved DHO's Annual Work plan 2019/2020. For example:

Wamambe Benjamin, SCO, Confirmed, U4 Sc, Posted to Bubutu HC III

Kabole Moses E/N, confirmed, U7 Sc, Posted Bubutu HC III

Mupuya David, CO, confirmed, U5 Sc. Posted to Bumbo HC III

Monitoring and Supervision

5	<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>Of the recommended guidelines only “Uganda Clinical guidelines 2012 or 2016” were commonly available in the Health units. There was no instrument from DHO forwarding the guidelines. The recommended guidelines for this assessment included:</p> <p>Health Sector Grant and Budget Guidelines to Local Government 2018/2019</p> <p>Uganda Clinical Guidelines 2016</p> <p>Health Management Information System Health Unit Procedure Manual 2016</p> <p>Guidelines for Health Care Management Committees for Health Centres (II, III, IV) and for Hospital Management Boards 2019</p> <p>Health sector Development Plan 2015/16 to 2019/20</p> <p>Service Standards and Service Delivery Standards 2016.</p>	0
5	<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>There was no evidence that guidelines had been discussed in DHT meetings.</p>	0
6	<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>The DHO office conducted quarterly Integrated Support supervision to St Elizabeth Magale HC IV during FY 2018/19. (September 2018, October 2018, Feb/March 2019, and June 2019).</p>	3

6	<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>At the time of this assessment St Elizabeth Magale HC IV (HSD) was not receiving PHC-non wage funds for supervising lower health facilities. The HSD was only receiving PHC funds to conduct immunization. However, supervision of lower Health units III and II had been done directly by the DHO office in all the 4 quarters of FY 2018/19 (September 2018, October 2018, Feb/March 2019, and June 2019).</p>	3
7	<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>There was no evidence to show that the findings expressed in quarterly supervision reports had been discussed in DHT meetings.</p>	0
7	<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the recommendations are followed up and specific activities undertaken for correction: score 6 	<p>There was no evidence showing that the recommendations discussed were followed up</p>	0

8	<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>The following health facilities receiving PHC non-wage funds submitted HMIS reports 100%as required except with timelines variations.</p> <p>HMIS 105 submitted 12 monthly OPD reports</p> <p>HMIS 108 submitted 12 Monthly in-patient reports</p> <p>HMIS 012 submitted 12 addendum reports to OPD reports</p> <p>HMIS 106A submitted 4 quarterly reports.</p>	10
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Governance, oversight, transparency and accountability

9	<p>The LG committee responsible for health met, discussed service delivery issues and presented is- sues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>The LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports as evidenced with the meeting held as follows;</p> <p>The LG has one committee responsible for both Education and Health Chaired by Councillor Namutosi Sylvia Khabanza</p> <p>The meeting held on 23rd May 2018 under SCEHO8/05/2017/18 Presentation and discussion of Departmental budget for FY 2018/2019</p> <p>DLG Min 52/03/2017-18 Presentation and discussion of council committee reports discussed Health</p> <p>Health department issue discussed was that DDEG funds were scrapped off yet the dept owes 35 Million to the Contractors.</p>	2
9	<p>The LG committee responsible for health met, discussed service delivery issues and presented is- sues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the health sector committee has pre- sented issues that require approval to Council: score 2 	<p>The Council of 20th March 2018 did not discuss Health Committee report which was later discussed during the Council of 29 March 2018 under</p> <p>DLG Min 52/03/2017-2018 Presentation and Discussion of Health Committee reports</p> <p>Minutes of Council Held 29 March 2018 under Minute DLG MIN 54/03/2017-18 Presentation and discussion and approval of integrated Work plan for FY 2018/19 discussed Health priorities and approved with amendments priority issues presented</p>	2

10	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>Soono HC II has HUMC with 5 members but at the time of the assessment minutes of HUMC meetings were not availed.</p> <p>Bumbo HC III HUMC, has 6 members committee and met at least once in all the 4 quarters during FY 2018/2019</p> <p>In Quarter 1 they met on 3rd July 2018, in Quarter 2 they met on 6th December 2018, in Quarter three they met on 11th March 2019, and in Quarter 4 they met on 14th May 2019</p> <p>Bubutu HC III HUMC has 7 members and they met four times: Q1: 30th August 2018; Q2:11th December 2018; Q3: 24th April 2019, and Q4: 16th June 2019</p> <p>St Elizabeth Magale HC IV-HUMC has 9 members. They as follows: In Q1: 22nd June 2018; In Q2: 17th December 2018; In Q3: 29th April 2019; and in Q4: 24th June 2019</p> <p>Buwabwale HC III HUMC has 8 members. They met as follows: in Q1: 25th June 2018; In Q2: 28th December 2018; In Q3:30th March 2019; and Q4: 28th June 2019</p>	0
11	<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non- wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>All 17 Health units receiving PHC funds were listed including amounts of monies received and posted on the notice board at the CAO's office verandah.</p> <p>Health facilities receiving PHC funds through Orient Bank Mbale branch: Bumbo HC III, Bukhabusi HC III, Bunambale HC III, Bupoto HC III, Buwabwala HC III, Bumwoni HC III, Nabitsikhi HC III, Bubutu HC III, Soono HC II, Magale HC IV</p> <p>Buwasunguyi HCIII through Barclays Mbale branch,</p> <p>Bupoto COU through Stanbic Bank Mbale</p> <p>Magale Hans through Centenary bank Mbale.</p> <p>The following facilities were on the list pending opening Accounts: Bukhaweka HC II, Bukiabi HC II, Buwuma HC II, and Mukoto HC II</p> <p>.</p>	4

Procurement and contract management

12	<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>The DHO in an unreferenced letter submitted the health sector procurement plan FY 2018/2019 to PDU on 6th April 2019. The items included Construction of District Medical Store (70,000,000), Construction of Soono HC II (12, 000,000/= , and Vehicle maintenance (19,153,000/=)</p>	2
12	<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>The DHO submitted a health sector procurement request in an unreferenced letter dated 6th April 2019</p>	2
13	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>The LG Health department had timely certified and recommended suppliers for payment as evidenced in the sampled payments below:</p> <p>M/s Frematex Services (U Ltd requested for payment of Shs 25,000,000 on 7/3/2019 for construction of an outpatient department at Magale Sub county which was certified under Certificate No. 01 by the Ag. District Engineer on 13/3/2019 and was paid on 3/6/2019 vide PV No. 03/06</p> <p>M/s African Construction Technicians & Contractors (U) Ltd requested for payment of Shs 11,252,348 on 25/10/2018 for Retention on construction of Maternity & General Ward at Bukhabusi H/C II at Magale SC which was certified (under certificate No.01) and recommended by the Ag. District Engineer and was paid on 14/12/2018 vide PN No. 7/12.</p> <p>NOTE: Only 2 (two) payments to contractors were paid in FY 2018/2019 under Health Sector..</p>	4

14	<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none">• Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4	<p>The department submitted the annual performance report for the previous FY 2018/2019 on 4/7/2019.</p> <p>Submission of quarterly reports to Planner during FY 2018/2019</p> <table><thead><tr><th>Quarter submission</th><th>Date of Reference</th></tr></thead><tbody><tr><td>Quarter 1 Unreferenced</td><td>4/10/2018</td></tr><tr><td>Quarter 2 Unreferenced</td><td>4/1/2019</td></tr><tr><td>Quarter 3 Unreferenced</td><td>4/4/2019</td></tr><tr><td>Quarter 4 Unreferenced</td><td>4/7/2019</td></tr></tbody></table>	Quarter submission	Date of Reference	Quarter 1 Unreferenced	4/10/2018	Quarter 2 Unreferenced	4/1/2019	Quarter 3 Unreferenced	4/4/2019	Quarter 4 Unreferenced	4/7/2019	4
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Quarter 4 Unreferenced	4/7/2019													
15	<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none">• If sector has no audit query: Score 4• If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points• If all queries are not responded to Score 0	<p>The LG Health Sector did not have any audit finding throughout FY 2018/2019 as evidenced in the 4 (four) Quarterly Internal Audit Reports</p> <p>Total number and nature of queries raised: 00</p> <p>Total number and nature of queries cleared: 00</p> <p>Total number and nature of queries pending : 00</p>	4										

Social and environmental safeguards

16	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 <p>% women: score 2</p>	<p>Only 2 sampled health facilities were gender compliant Soono HC II (40%) and Buwabwala HC III (38%).</p> <p>Soono HC II, 40% gender compliant (2 female and 3 Male);</p> <p>Bumbo HC III, 17% gender compliant 1 female and 5 Male)</p> <p>Bubutu HC III, 0% gender compliant committee of 7 men no woman</p> <p>St Elizabeth Magale HC IV, 22% gender compliant 2 female and 7 Male.</p> <p>Buwabwala HC III, 38% gender compliant, 3 female and 5 male.</p>	0
16	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>There was no documented evidence that Namisindwa LG/DHO had actively issued sanitation guidelines in writing. However, the sanitation situation in the sampled units was as follows:</p> <p>Soono HC III had a 2 stance latrine: one for staff and one for patients; none specified for Male or female, and none for PWDs. Therefore zero gender compliance</p> <p>Bumbo HC III had a 2 stance latrine (1 for male and 1 for female patients clearly labelled labeled</p> <p>Bubutu had latrines clearly labelled Male and Female</p> <p>St. Elizabeth Magale HC IV had latrines clearly labelled Male and Female.</p> <p>Buwabwale HC III had latrine clearly labelled Male and female (2 for female and 2 for Male. There was no provision for PWDs</p>	0
17	<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>There was no documentary evidence availed to PAT at the time of assessment that Health facility infrastructure projects are screened</p>	0

17	<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2 	<p>There was no documentary evidence availed to PAT at the time of assessment that the environmental officer and community development officer visited the sites to check whether the mitigation plans are complied with</p>	0
18	<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal2: score 4. 	<p>Medical Waste Management guidelines were found in all the 5 (100%) sampled health facilities fixed as charts “Segregation of Medical Waste” on the walls in the laboratory and nursing rooms. Secondly, the required waste bins Black (No-infectious), Yellow (Infectious) and Red (Very infectious) were found being used in the health facility.</p> <p>Thirdly, all the 5 sampled health facilities had a rubbish pit for burning and disposal of burnt medical wastes. HC III, IV had well-constructed placenta pits. St Elizabeth had an incinerator.</p>	4

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution				
1	<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>The District Water Department targeted Sub Counties with safe water coverage below the district safe water coverage with a 73.4% of the Total Budget as explained below.</p> <p>The Water sector Annual Work Plan was prepared on 24th June 2019 and received by the MoWE on 08/08/2019.</p> <p>The average water coverage for the district was 68% as of 30th June 2019. The areas below this average are: Bumbo (53), Magale (53), Mukoto (65), Tsekululu (58), Bukiabi (51), Namabya (66), Namboko (48).</p> <p>The Overall Budgeted Amount for FY2019/20 that was spent on Water and Sanitation activities was UGX 377.36Million</p> <p>Out of this, the Mount targeted for the areas below the District Average Coverage was UGX 277.06Million covering springs in Tsekulu and Mukoto, Boreholes in Bukiabi and Namabya, Lirima GFS, Borehole rehabilitation in Namboko, Namabya and Magale. Thus the percentage of Budget allocated to areas below the average coverage is $(277.06/377.36)*100 = 73.4\%$</p>	4

The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)

- Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY.

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

Maximum 15 points for this performance measure

Score 15

- o If 80-99%: Score 10
- o If 60-79: Score 5
- o If below 60 %: Score 0

The District Water Department targeted Sub Counties with safe water coverage below the district safe water coverage with a 69.2% of the Total Budget as explained below.

The average water coverage for the district was 64% as of 30th June 2018. The areas below this average are: Bumbo (45), Magale (53), Mukoto (58), Tsekululu (38), Bukiabi (51), Namboko (30).

The Overall Budgeted Amount for FY2019/20 that was spent on Water and Sanitation activities was UGX 467.9Million

Out of this, the Mount targeted for the areas below the District Average Coverage was UGX 323.3Million covering springs in Mukhoto, Bukiabi, Tsekululu; Boreholes in Magale, Bumbo, Namboko, GFS Extension in Bumbo, Flushing in Magale..Thus the percentage of Budget allocated to areas below the average coverage is $(323.3/467.9)*100 = 69.2\%$.

Proof of Implementation

Purchase of Borehole Spare parts; Ref: Nami617/Surp/8-19/00053. This file is complete with Contract signed on 12/03/2019, Letter of Bid Acceptance signed on 25/01/2019, Contract Manager appointed by CAO on 11/03/2019, Verification report by the Internal Audit signed on 24/06/2019 showing that the works were complete, and Monitoring Report by Ag. DWO on 14/06/2019. An MOU with the District Pump Mechanics Association was signed on 25/03/2019 to use the purchased Spare parts and repair the boreholes.

Protection of 2 Springs at Bukhabusi Sub County. Ref: Nami617/wrks/2018-19/00072. The file is complete with a requisition to PDU on 12/11/2018, Bid Acceptance letter from CAO on 25/03/2019, contract signed on 15/04/2019, verification report from Internal Audit on 22/06/2019, Inspection report by Ag. DWO on 28/06/2019 showing that they carried out supervision of the two spring wells.

Extension of Lirima GFS to target areas of Namboko, Bumbo, Bukokho and Bubutu. Ref: Nami617/wrks/18-19/00055. This file is complete with requisition to PDU on 12/11/2018, Advert in New Vision of 18/11/2018, Evaluation report of 18/12/2018. Letter from Solicitor General clearing the contract on 14/02/2019. Contract Manager appointed on 11/03/2019 by the CAO, Contract signed on 20/03/2019, Report on status of the project on 25/06/2019, verification report from Internal Audit on 24/06/2019 noting that the works have been done.

Monitoring and Supervision

The district Water department carries out monthly monitoring of

Evidence that the district Water department has monitored each of WSS facilities at least annually.

There was Evidence that the district Water department had monitored 354 out of 764 WSS facilities representing 46.3% as highlighted in the monitoring reports below:

project investments in the sector	<ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 	The district submitted monitoring reports as follows:
Maximum 15 points for this performance measure	<ul style="list-style-type: none"> • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>Supervision monitoring report dated 31/08/2019 and signed by the Ag. DWO highlights supervision on Construction of the 4 stance VIP composite latrine with urinal at Munamba RGC and Lirima GFS Extensions.</p> <p>Supervision Monitoring report dated 24th June 2019 and signed by the Ag.DWO highlights the supervision on construction of 4 stance composite latrine with Urinal at Sikiamoto RGC located in Buwabwala S/County</p> <p>Supervision Monitoring report dated 25/06/2019 also highlights progress on Lirima GFS Extensions. The Excavation of the trenches and laying HDPE pipelines was in progress.</p> <p>A report dated 21st September 2019, on the monitoring exercise of water and sanitation facilities conducted by the team comprising of the members of the works and Technical services committee of the district and the district Engineering staff was produced. The purpose of the exercise was to establish the functionality of the water sources and draw strategies for better performance and sustainability. This was done in the areas of Sabino, Buwambala GFS, Nabutoro, Shisabasi, Mukele, Bukhontho, Bupoto GFS and Soono FGS. The report was signed by the Ag. DWO and addressed to the CAO.</p> <p>A report dated 24th December 2018, on monitoring exercise of water and sanitation facilities by the team comprising of the members of the works and Technical services committee of the district and the district Engineering staff was produced. The purpose of the exercise was to establish the functionality of the water sources and draw strategies for better performance and sustainability. This was done in the areas of Bumwangu, Makhola, Tsakha GFS, Nabutoro P/S, Buwambala GFS, NAbukhuya, Mukele, Bunambobi and Bupoto. The report was signed by the Ag. DWO and addressed to the CAO.</p> <p>A report dated 24th March 2019, on monitoring exercise of water and sanitation facilities by the team comprising of the members of the works and Technical services committee of the district and the district Engineering staff was produced. The purpose of the exercise was to establish the functionality of the water sources and draw strategies for better performance and sustainability. This was done in the areas of Mukoto, Bukhabusi, Bukhaweka, Bukiabi, Bukhoko, Buputo, Namabya, Bumbo, Lwakhakha, Namboko, Magale. The report was signed by the Ag. DWO and addressed to the CAO.</p> <p>The LG had a total of 764 facilities comprising of Springs, Wells, Boreholes, Tap Stands and Tanks.</p>

4

The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE

Maximum 10 for this performance measure

- Evidence that the district has submitted accurate/consistent data for the current FY: Score 5

Namusindwa submitted accurate/consistent data for the previous FY 2018/2019 as follows

Q1 report was submitted on 15/10/2018 and received by the MoWE on 19/10/2018.

Q2 report was submitted on 15/01/2019 and received by the MoWE on 24/01/2019

Q3 report was submitted on 15/04/2019 and received by MoWE on 18/04/2019

Q4 report was submitted on 15/07/2019 and received by MoWE on 08/08/2019

Ref:CRNAMD/1061/3

The Annual report for the District Water and Sanitation Development Conditional grant and DSHCG for the FY2018/19 Ref: CRNAMD/1063/3 and signed by CAO was submitted on 15th July 2019 and received on 8th August 2019. Appendix 4: List of Water Sources for the FY2018/19

5

4

The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE

Maximum 10 for this performance measure

- List of water facility which are consistent in both sector MIS reports and PBS: score 5

The Water Sector Annual work plan has a list of new and old water facilities as per the PBS print outs available. However the LG didn't provide Form 1(List showing new water sources) and Form 4(list showing old water sources) to show the data that was submitted to the Ministry.

0

Procurement and contract management

5

The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget

Maximum 4 for this performance measure

Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4

The sector submitted in put for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on 16th July 2019 and received by the PDU on 22nd July 2019 under unreferenced letter contrary to the deadline of 30th April.

0

6

The district has appointed Contract Manager and has effectively managed the WSS contracts

Maximum 8 points for this performance measure

- If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2

There was no evidence that the Contract Manager prepared a contract management plan but there was evidence of site visits done through the reports for the different WSS infrastructure projects

A letter dated 11/03/2019 signed by the CAO was sent to the Ag. DWO, Mr. Martin Busiku appointing him as a Contract Manager to manage, supervise boosting the yield, rehabilitation and extension of Buputo and Bubwabwala GFS.

0

6

The district has appointed Contract Manager and has effectively managed the WSS contracts

Maximum 8 points for this performance measure

- If water and sanitation facilities constructed as per design(s): score 2

The water and sanitation facilities were constructed as per design.

As per the minutes of the commissioning meeting of the completed water and sanitation projects for FY2018/19, and attended by the CAO's representative, District Vice Chair, LCIII Chairperson, RDC Namisindwa, Ag. DWO, it was noted that the below projects were completed and as per specifications and specifications.

Extension of Lirima GFS to target sub counties of Namboko, Bukokho, Bubutu & Bumbo and 120 private water connections

Boosting the water yield, rehabilitation and Extension of Bupoto GFS and Extension to Buwabwala GFS

Construction of 4 Stance Composite latrine with a urinal at Sikiamoto RGC in Buwabwala

Rehabilitation of 14 Boreholes

This is further backed by a monitoring report by the Ag. DWO on 25/06/2019 to the CAO confirming that the Pipeline, road and river crossings, private water connections and Air and Control Valves for the Lirima GFS Extension was satisfactorily done. Further the Verification report from the Audit Department dated 24th June 2019 to the CAO, it states that the extension of the Lirima GFS was satisfactorily done and water was being harvested.

Also the report from the Ag. DWO (BUsiku Martin) to the CAO on 26th June 2019, it also confirms that the contract for Lirima Extension works was done as per the BOQs and contract agreement

2

The district has appointed Contract Manager and has effectively managed the WSS contracts

Maximum 8 points for this performance measure

- If contractor handed over all completed WSS facilities: score 2

4 projects were completed but still under defect liability period and will be fully handed over after that period.

As per the minutes of the commissioning meeting of the completed water and sanitation projects for FY2018/19, and attended by the CAO's representative, District Vice Chair, LCIII Chairperson, RDC Namisindwa, Ag. DWO, it was noted that the below projects were completed and as per specifications and specifications.

Extension of Lirima GFS to target subcountiwa of Namboko, Bukokho, Bubutu & Bumbo and 120 private water connections

Boosting the water yield, rehabilitation and Extension of Bupoto GFS and Extension to Buwabwala GFS

Construction of 4 Stance Composite latrine with a urinal at Sikiamoto RGC in Buwabwala

Rehabilitation of 14 Boreholes

The district has appointed Contract Manager and has effectively managed the WSS contracts

Maximum 8 points for this performance measure

- If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2

The DWO appropriately certified all WSS projects, prepared and filed completion reports as follows.

Purchase of Borehole Spareparts and repair of 14 Boreholes

Ref:Nami617/serp/18-19/00053. This contract was awarded to Kaye Investments Limited at UGX 41,167,986 to supply Pump spares

An MoU was signed on 25/03/2019 with Namusindwa District Hand Pump Mechanics Association to repair the pumps.

A report was issued by Ag. Head Internal Audit on 24/16/2019 to CAO showing that the verification was done on boreholes and that they were repaired well. The report is complete with pictures.

Request for payment was done by the District Hand Pump Mechanics Association on 12/04/2019.

The Ag.DWO Mr. Martin issued a monitoring report on 14/06/2019 to the CAO certifying that all the pumps were repaired. The Ag. DWO went ahead to request for payment on 20/06/2019.

The Evaluation certificate was prepared by the Ag.DWO and signed by the District Engineer on 14/06/2019

Protection of Springs at Bukhalasi Sub County

Ref:Nami617/wrks/2018-19/00072. Job was awarded to Shelter Hi Tech Limited and contract was signed on 15/04/2019.

A verification report was issued on 22/06/2019 to the CAO from AG. Head of Internal Audit showing

that the works were done well.

Inspection report was done on 28/06/2019 by the Ag.DWO showing that they carried out supervision of the two spring wells.

The Interim certificate was done on 24/06/2019 and signed by the Ag.DWO and District Engineer.

The request for payment was done by the Ag.DWO on 26/06/2019.

Protection of two more springs at Tsekululu

Ref: Nami617/wrks/2018-19/00074

Contract was awarded to Hi- Tech Shelter and the contract was signed on 05/04/2019

A verification report was issued on 22/06/2019 and signed by the Ag. Head of Internal Audit showing that the works were satisfactory.

An interim certificate was issued on 20/06/2019 and signed by the Ag. DWO

An inspection supervision report was issued on 28th June 2019

A request for payment was done on 26/06/2019 by the Ag. DWO to CAO

Extension of Lirima GFS to target areas of Namboko, Bumbo, Bukhoko and Bututu

Ref:Nami617/wrks/18-19/00055

Contract was awarded to A Thousand Marbles at UGX 226,350,000 and it was signed on 20/03/2019 by CAO, District Engineer and the Contractors representatives.

Report on status of Lirima GFS was prepared by Ag. DWO on 25/06/2019 showing the areas worked on.

A verification report by Ag. Head of Internal Audit was issued on 24/06/2019 noting that the Contractor has done a good job.

Interim Certificate was done on 28/06/2019 and signed by Ag.DWO and District Engineer.

Request for Payment was done on the 26/08/2019 by the Ag.DWO and forwarded to the CAO

The district Water department has certified and initiated payment for works and supplies on time

Maximum 3 for this performance measure

- Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points

The DWO timely certified and recommended suppliers for payment as per the following sampled payments.

M/s Namisindwa Hand Pump Mechanics Association requested for Shs 7,637,583 on 20/6/2019 for Rehabilitation of 14 bore holes in various Sub counties which was certified under Certificate No. (Not Numbered) and recommended for payment by the Ag. DE on 27/6/2019 and paid vide PV NO. 65/6

M/s Three Angels General Enterprises Ltd requested for payment of Shs. 242,201 on 6/5/2019 for Retention on Protection of Springs which was certified and recommended for payment by District Water Officer on 27/5/2019 and was paid on 21/6/2019 vide PV No. 14/6.

M/s Shelter Hi Tech Ltd requested for payment of Shs 20,051,740 on 17/5/2019 for Flushing of Blocked boreholes in Magale Sub county which was certified and recommended for payment by the DWO under Certificate No. 01 on 24/5/2019 and was paid on 11/6/2019 vide PV No. 7/6.

Financial management and reporting

The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit

Maximum 5 for this performance measure

- Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5

The department submitted the annual performance report for the previous FY 2018/2019 on 15/7/2019

Quarter	submission	Date of receipt
Reference		
Quarter 1	15/10/2018	19/10/2018
CRNAMD 1063/3		
Quarter 2	15/1/2019	24/1/2019
CRNAMD 1063/3		
Quarter 3	15/4/2019	18/4/2019
CRNAMD 1063/3		
Quarter 4	15/7/2019	08/8/2019
CRNAMD 1063/3		

The District Water Department has acted on Internal Audit recommendation (if any)

- Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year

The LG Water Sector had 2 (two) audit findings raised in the 4th Quarter FY 2018/2019 but there was no evidence of information on the status of their implementation as at the time of assessment:

Total number of queries raised in FY 2018/2019 were 2 (two).

Maximum 5 for this performance measure

- o If sector has no audit query score 5
- o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3
- If queries are not responded to score 0

Total number of queries cleared: Nil thus all the two queries were pending.

The nature of queries raised were as indicated below:

Uncompleted Water Protection- Water Spring in Mukoto Sub-county as a result of late Procurement process.

Uncompleted Water Protection – Water Spring in Tsekululu Sub county.

Governance, oversight, transparency and accountability

10

3

The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council

- Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3

The Council committee responsible for Water met and discussed service delivery issues. This was evidenced by the minutes of the first District Water and Sanitation Coordination.

Maximum 6 for this performance measure

10

3

The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council

- Evidence that the water sector committee has presented issues that require approval to Council: score 3

The LG Council meeting of 28 March 2019 under DLG Min 87/03/2018-19: Presentation and discussion of standing committee reports.

Key issue recommended to Council by Water Sector Committee was to prevail over the Planning Unit to stop interfering with approved Work plans.

Maximum 6 for this performance measure

11	<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>There was no evidence that the AWP, Budget and the Water Department releases and expenditures were displayed on the Notice Boards as per the PPDA Act.</p>	0
11	<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>The following Projects were visited and had the following information as indicated below and it wasn't sufficient.</p> <ol style="list-style-type: none"> 1. Spring in Bamukhola/ Bwiri Parish: Constructed in FY2018/19. Ref:Nami647/wrks/18-19/00070 and Constructed by Pearl of Cliffs Investments and Construction Limited. <p>Date of Construction:20/07/2019</p> <ol style="list-style-type: none"> 2. Tap Stand at Buputo S/C Named: Wambete. Date of Construction:01/07/2019 3. Borehole at Bumatanda Village, Bubutu Sub County. Date of Construction:25/06/2019 	2
11	<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>The LG displayed Information on Tenders and Contract Awards on Notice Boards. The following Best Evaluated Bidder Notices had already been removed from the Notice Boards by the time of the Assessment.</p> <ol style="list-style-type: none"> 1. Best Evaluated Bidder Notice for Extension of Lirima GFS was signed by the CAO on 25/01/2019. The Contract was awarded to M/s Banna Enterprises Limited at UGX 226,350,000. The Display Date was: 25/01/2019 and Date of Removal was 07/02/2019 2. Best Evaluated Bidder Notice for Construction of 4 Stance Latrine at Mufutu Primary School was signed by the CAO on 11/03/2019. The Contract was awarded to M/s Maku Building Contractors Ltd at UGX 18,310,768. The Display Date was 11th March 2019 and Removal Date: 22nd March 2019 3. Best Evaluated Bidder for Supply of Borehole Parts was signed by the CAO on 10th January 2019. The Contract was awarded to M/s Kaye Investments Ltd at UGX 41,167,986. The Display Date was 10th January 2019 and the Date of Removal was 23rd January 2019. 	2

12	Participation of communities in WSS programmes	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	There was no evidence availed that communities applied for water /public sanitation facilities as per the sector critical requirements	1
	Maximum 3 points for this performance measure			
12	Participation of communities in WSS programmes	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii(carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was evidence that the Water and Sanitation Committees were functional evidenced by the meeting held;.</p> <p>The meeting for Sensitization and establishment of Water Sector Committees at Wolyema,Tsebeni and Sikundu Tap Stands under Bupoto Gravity Flow Scheme in Bupoto S/C was held on 21/06/2019 and attended by 22 Locals, Ag. DWO, CDO-Water and Health Assistants.</p> <p>Another meeting was held on 18/01/2019 to sensitize the community and rehabilitation of Bumafu Borehole, Bummafu Village.</p>	2
	Maximum 3 points for this performance measure			

Social and environmental safeguards

13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	There was no documentary evidence availed to PAT at the time of assessment that environmental screening for all projects and/or EIAs were conducted.	0
	Maximum 4 points for this performance measure			
13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	There was no documentary evidence availed to PAT at the time of assessment that environmental screening for all projects and/or EIAs were conducted hence no concerns to follow up.	0
	Maximum 4 points for this performance measure			

The LG Water department has devised strategies for environmental conservation and management

- Evidence that construction and supervision contracts have clause on environmental protection: score 1

There was evidence that Construction and supervision contracts had a clause on environmental protection.

The sampled bid documents had a provision of protection of the Environment and since bid documents are part of the Contract, then its covered.

Maximum 4 points for this performance measure

For Example for Construction of 4 Stances Composite VIP Latrine at Sikiamoto RGC, Item no. V stated the provision of Environmental Screening by district environmental officer's instructions.

For the Extension of Lirima GFS, the BOQ, item no.2.4 stated the "Allowance of environmental screening as instructed by the District environmental Officer.

For the boosting the yield, rehabilitation and extension of Buputo GFS and Extension of Buwabwala GFS BOQ, Item no. 6.2, "Provision of environmental screening of the project as per the District Environmental Officer's instructions.

The Contracts sampled, Section4 part a, stated that the Contract Agreement, Letter of notification of Award, Letter of acceptance of award, Contract data, Contractor's bid, Special conditions of contract, General Conditions of Contract, Technical Specifications and Drawings, The signed contract, signed Bill of Quantities, Powers of Attorney, Bid Documents and any other documents as may be required by the entity.

The district Water department has promoted gender equity in WSC composition.

Maximum 3 points for this performance measure

- If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3

At least 50% of the WSCs sampled are occupied by Women and who hold a key position of Chairperson, Secretary or Treasurer.

The sampled Water and Sanitation Committees had the following composition:

Wolyemwa Tap Stand:

Mukoya Moses- Chair

Wambetta Martin- Vice Chair

Namono Joy- Secretary

Khaguli Sylvia- Treasurer

These are 50% Women and 50% Men and the 2 Ladies hold key positions.

Tsebeni Tap Stand

Kuloba Andrew- Chair

Tsebeni Moses- Vice Chair

Mrs. Mikisa- Secretary

Tsebeni Alice- Treasurer

These are 50% Women and 50% Men and the 2 Ladies hold key positions.

Sikindu Tap Stand

Nandutu Alice- Chair

Wekesa Dans- Vice Chair

Waboka Joran- Secretary

Watsemba Jane- Treasurer

These are 50% Women and 50% Men and the 2 Ladies hold key positions.

Gender and special needs-sensitive sanitation facilities in public places/

RGCs provided by the Water Department.

Maximum 3 points for this performance measure

- If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3

The Public facilities visited didn't have adequate access and separate stances for men, women and PWDs. As evidenced from the sampled facilities are as follows:

The Public Toilet at Buwere Cell, wasn't labeled, Too dirty, No maintained and has no Provision for PWDs though it had separate stances for both men and women.

The Public Toilet at Bumoni- Bubuntu had separate stances for Men and Women but none for PWDs.

The Public Toilet at Buwabwala Sub County in Sikia Moto had a provision for separate stances for Men and Women but with no provision for PWDs.