



LGMSD 2021/22

Namutumba District

(Vote Code: 574)

Assessment	Scores
Crosscutting Minimum Conditions	66%
Education Minimum Conditions	100%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	65%
Micro-scale Irrigation Minimum Conditions	0%
Crosscutting Performance Measures	67%
Educational Performance Measures	51%
Health Performance Measures	59%
Water & Environment Performance Measures	61%
Micro-scale Irrigation Performance Measures	9%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): • If so: Score 4 or else 0 	<p>Evidence from the list of DDEG funded projects for the FY 2020/2021 in the work plan summary on page 10, and in the project desk appraisal report on the 19th November, 2019, indicate that infrastructure projects implemented using DDEG funding are functional and utilized by the beneficiaries. Only one projects was undertaken, using DDEG funding during the year as documented below;</p> <p>1. Partial completion of the LG administration block Phase IV. (Proc. Ref. NAMU 574/WRKS/20-21/00001. Signed on the 28th October, 2020 between the LG and Ailwar General Works Uganda Limited at a cost of UGX 144,380,080. Work was completed on the 15/12/2020.</p> <p>The administration block currently houses the office of CAO, DCAO, Planning and finance, Council hall and executive offices.</p>	4
2	<p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>a. If the average score in the overall LLG performance assessment increased from previous assessment :</p> <ul style="list-style-type: none"> o by more than 10%: Score 3 o 5-10% increase: Score 2 o Below 5 % Score 0 	<p>Not applicable at the LG since the assessment tool has not yet been provided to the LG to assess LLGs at the time of the assessment on the 22/11/2021.</p>	0

2

Service Delivery Performance

Maximum 6 points on this performance measure

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

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

From the LG approved annual Budget estimate for the FY 2020/2021, (Ref. Page 9 and 13) the was only one DDEG funded investment project and this was;

1. Partial completion of the LG administration block Phase IV. (Proc. Ref. NAMU 574/WRKS/20-21/00001). Signed on the 28th October, 2020 between the LG and Ailwar General Works Uganda Limited at accost of UGX 144,380,080. Work was completed on the 15/12/2020.

As per the completion report prepared by the Kumbuga Frank (Assistant Engineering Officer) on the 15/12/2020 and acknowledged by the CAO on the 15/12/2020, 100% of the project was completed in the FY 2020/2021. This can be further confirmed by the quarter 4 performance report for the FY 2020/2021, (Ref. Page 37 and 38) which indicate completion of the administration block at 100%.

3

3

Investment Performance

Maximum 4 points on this performance measure

a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:

Score 2 or else score 0.

Pages 16 of the DDEG guidelines for the FY 2020/2021, highlights the projects eligible for funding; Under administration, eligible activities – Administration capital (Construction or rehabilitation and furnishing of government offices).

The DDEG budget for the previous year was UGX 162,457,000 and this was spent on DDEG eligible activities as per the Grant Budget and Implementation Guidelines. The project was;

1. Partial completion of the LG administration block Phase IV. (Proc. Ref. NAMU 574/WRKS/20-21/00001). Signed on the 28th October, 2020 between the LG and Ailwar General Works Uganda Limited at accost of UGX 144,380,080. Work was completed on the 15/12/2020.

2

3	Investment Performance Maximum 4 points on this performance measure	b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates, score 2 or else score 0	<p>There was evidence that the variation of the only two planned and sampled DDEG funded project for the FY 2020/2021 were within the +/-20% of the LG engineers estimates as follows;</p> <p>Project: Supply of 72 three seater desks to Buwidi, Kikalu Primary Schools,NAMU574/SUPLS/20-21/00024</p> <p>Contractor: Kisoboka Construction Company Limited</p> <p>Contract Amount = Ugx. 10,080,000</p> <p>Engineers Estimate = Ugx. 10,803,746</p> <p>Variation = +6.699%; and</p> <p>Project: Partial Completion of Administration Bloc Phase IV, NAMU574/SUPLS/20-21/00024</p> <p>Contractor: Ailwar General Works (U) Limited</p> <p>Contract Amount = Ugx. 161,894,640</p> <p>Engineers Estimate = Ugx. 162,457,000</p> <p>Variation = +0.346%</p>	2
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Performance Reporting and Performance Improvement

4	Accuracy of reported information Maximum 4 points on this Performance Measure	a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate, score 2 or else score 0	<p>There was evidence provided in the staff list as of 24th /November/2021 and staff attendance list from Namatumba, Nsinze and Nabweyo Sub counties to show that information on the positions of staff filled in the 3 sampled LLGs is accurate and as per minimum staffing standards. The expected numbers of staff per LLG was adequate as per the approved structure and for the positions which were vacant had staff appointed to take up the assignment.</p>	2
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4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. <p>Note: if there are no reports produced to review: Score 0</p>	<p>Evidence availed indicate there were reports on infrastructure constructed using the DDEG Funds.</p> <p>1. Partial completion of the LG administration block Phase IV. (Proc. Ref. NAMU 574/WRKS/20-21/00001. Signed on the 28th October, 2020 between the LG and Ailwar General Works Uganda Limited at accost of UGX 144,380,080. Work was completed on the 15/12/2020.</p> <p>As per the completion report prepared by the Kumbuga Frank (Assistant Engineering Officer) on the 15/12/2020 and acknowledged by the CAO on the 15/12/2020, 100% of the project was completed in the FY 2020/2021.</p> <p>As per the quarterly 4 performance report for the FY 2020/2021, (Ref. Page 37 and 38) indicate completion of the administration block.</p>	2
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Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>No evidence was provided to show that Namutumba LG has consolidated and submitted the staffing requirements for the coming FY2022/2023 to the MoPS.</p>	0
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>There was evidence availed to show that Namutumba LG has conducted a tracking and analysis of staff attendance as guided by Ministry of Public Service CSI.</p> <p>As per staff attendance analysis for the Month of November 2020, the HR department provided attendance analysis of all LG staff in the department of Administration, Finance, Planning, Health, Education, works, Community, Audit, Natural Resources, Production and commercial. indicating total days worked, attendance percentage, number of days in a month and comments for only the Month of November 2020.</p>	2

Performance management

Maximum 5 points on this Performance Measure

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

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

FY: Score 1 or else 0

As per evidence provided in staff appraisal reports, not all HoDs were appraised.

Examples of HoDs staff who were not appraised;

Mr. Naabye Henry, the District planner was not appraised;

Ms. Babita Harriet, acting District Engineer was not appraised;

Mr. Okaaba Dauda, District Natural Resources Officer was not appraised;

Mr. Isiko Mohammed, District Education Officer was not appraised;

Mr. Kiirya James, District Health Officer was not appraised;

HoDs who were appraised included;

Mr. Babalanda Khalif – Al – Hadad, the Acting District Community Development Officer was appraised on 6th /August /2021, however, not signed by the Supervisor/CAO;

Mr. Waako Stephen, District Commercial Officer was appraised on 1st /October /2021.

Mr. Musita Apollo Augustus, District Production Officer was appraised on 8th /September /2021 however, not appraised by CAO and report not signed

Mr. Okaaba Dauda, District Natural Resources Officer was appraised on 6th /October /2021.

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>Evidence provided in the Administrative Rewards and Sanctions file shows that administrative rewards and sanctions were implemented on time as provided for in the guidelines</p> <p>For Examples, on 11th /March /2021;</p> <p>- Waiswa Sulaiman, Community Development Officer was invited to defend himself for continued absenteeism, neglect of duty and mismanagement of PWD grants and Babalanda Kali-F Al-Hadabi, Ag. District Community Development Officer was invited for the case of failure to effectively supervise and manage staff in the department. Actions on these 2 cases were taken on 12th /March /2021.</p> <p>- Napera Alfred, case on failure to hand over school properties at Irimbi Primary School was reported on 28th /December /2020 and action was taken on 29th /December /2020, where he was referred to District Service Commission to further hearing.</p> <p>- Kaziba Christopher Head teacher of Nakisi Primary School case on absenteeism was heard on 4th /March /2020 and Eriara Yekoyaasi, Nakazinga P/S cases of abscondment from duty, and all cases were heard on 6th /March /2020 and actions taken on 12th /March /2021 for all cases.</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>No evidence was provided to show establishment of Consultative Committee (CC).</p>	0
8	<p>Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:</p> <p>Score 1.</p>	<p>No evidence was provided to show that 100% of new recruits accessed payroll within the specified period.</p>	0

Pension Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

As per Salary Invoice Register, 574 Namutumba DLG dated 1st /September /2021 and Pension staff list for Namutumba District as at 24th November 2021;

11 staff retired in the FY2020/2021 and evidence provided shows that only 3 accessed pension payroll on time.

List of staff who accessed payroll on time.

- Hamba Erifazi, Teacher, retired on 1st /January /2021 and accessed payroll in February 2021

- Florence Namulali, Teacher, retired on 12th /February /2021 and accessed payroll in March 2021

- Lwanga Samuel, Education Assistant retired on 12th /April /2021 and accessed payroll in May 2021;

Staff who accessed pension payroll late;

- Eddie Scholastic Bukanu, teacher retired on 28th /November /2020 and accessed pension payroll in March 2021;

- Faith Nakiyuka, teacher retired on 25th /November /2020 and accessed payroll in March 2021 and

- Lwaya Joseph, Internal Auditor retired on 11th /June /2021 and has not yet accessed pension payroll.

Management, Monitoring and Supervision of Services.

10

Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

The approved direct DDEG transfers to LLGs budgets for the LG FY 2020/2021 was UGX 348,774,000, as per the IFMIS expenditure limit.

The LG transferred the DDEG funds in three equal installments are outlined below;

1st Quarter transfer was UGX 116,258,000 on 11/08/2020; LLGs that received the Q1, DDEG transfers were;

1. Bulange – UGX 17,389,000;
2. Ivukula – UGX 9,354,667;
3. Kibaale – UGX 8,038,000;
4. Magada – UGX 18,732,333;
5. Mazuba – UGX 6,909,667;
6. Nabweyo – UGX 8,306,667;
7. Namutumba – UGX 15,051,333;
8. Nangonde – UGX 6,775,333;
9. Nsinze – UGX 11,155,000; and

2

10. Namutumba TC – UGX 14,546,000.

2nd Quarter transfer was UGX 116,258,000 on 23/10/2020; LLGs that received the Q2, DDEG transfers were;

1. Bulange – UGX 17,389,000;
2. Ivukula – UGX 9,354,667;
3. Kibaale – UGX 8,038,000;
4. Magada – UGX 18,732,333;
5. Mazuba – UGX 6,909,667;
6. Nabweyo – UGX 8,306,667;
7. Namutumba – UGX 15,051,333;
8. Nangonde – UGX 6,775,333;
9. Nsinze – UGX 11,155,000; and
10. Namutumba TC – UGX 14,546,000.

3rd Quarter transfer was UGX 116,258,000 on 28/01/2021; LLGs that received the Q3, DDEG transfers were;

1. Bulange – UGX 17,389,000;
2. Ivukula – UGX 9,354,667;
3. Kibaale – UGX 8,038,000;
4. Magada – UGX 18,732,333;
5. Mazuba – UGX 6,909,667;
6. Nabweyo – UGX 8,306,667;
7. Namutumba – UGX 15,051,333;
8. Nangonde – UGX 6,775,333;
9. Nsinze – UGX 11,155,000; and
10. Namutumba TC – UGX 14,546,000.

10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget: (within 5 working days from the date of receipt of expenditure limits from MoFPED):</p> <p>Score: 2 or else score 0</p>	<p>From the evidence availed to the assessor including the expenditure limit approvals provided, timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, were not done in accordance to the requirements of the budget for each quarter as indicated below;</p> <p>1st quarter release was on 09/07/2020, LG warranting was done on 04/08/2020;</p> <p>2nd quarter release was done on 06/10/2020, LG warranting was done on 15/10/2020; and</p> <p>3rd quarter release was done on 08/01/2021, LG warranting was done on 20/01/2021.</p>	0
10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG invoiced and communicated ALL DDEG transfers for the previous FY to LLGs although the transfers were not within 5 working days from the date of funds release in each quarter.</p> <p>Q1 fund release was done on the 09/07/2020, warranted on the 04/08/2020 and communication from CAO was on the 11/08/2020, The selected samples for Q1 are Bulange sub county, Kibaale Sub county and Ivukula Sub county, all were invoice on the 11/08/2020;</p> <p>Q2 fund release was done on the 06/10/2020, warranted on the 15/10/2020 and communication from CAO was on the 23/10/2020. The selected samples for Q2 are Magada sub county, Mazuba Sub county and Nabweyo Sub county, all were invoice on the 23/10/2020; and</p> <p>Q3 fund release was done on the 08/01/2021, warranted on the 20/01/2021 and communication from CAO was on the 28/01/2021. The selected samples for Q3 are Namutumba sub county, Nangonde Sub county and Nsinze Sub county, all were invoice on the 28/01/2021.</p>	0

11

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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

Score 2 or else score 0

There was evidence the LG supervised all LLGs at least Quarterly. The mentoring reports per each quarter is as follows;

1st Quarter supervision was conducted on the 08/10/2020 and a report submitted to the CAO on the 08/10/2020 under the heading "Mentoring report for Q1 FY 2020/2021". Trainees included sub county chiefs, CDOs and sub county accountants, Agricultural officers and parish chiefs.

2nd Quarter supervision was conducted on the 13/01/2021 and a report submitted to the CAO on the 13/01/2021 under the heading "LLG capacity building training on Q2 reporting". Trainees included sub county chiefs, CDOs and Health center in charge, Agriculture Officers and sub county leaders.

3rd Quarter supervision was conducted on the 02/04/2021 and a report submitted to the CAO on the 02/04/2021 under the heading "Capacity building training for the preparation of aligned draft budget estimates FY 2021/2022 to NDP III" Trainees included sub-county chiefs, CDOs and sub county accountants.

4th Quarter supervision was conducted on the 08/07/2021 and a report submitted to the CAO on the 08/07/2021 under the heading "Capacity Building training on resources for awareness of population impact on development". Trainees included sub county chiefs, CDOs, sub county accountants, parish chiefs, Agriculture Officers, fisheries officers and Health facilities in charge.

11

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:

Score 2 or else score 0

There was no evidence supervision and monitoring visits were discussed in the TPC, used by the District to make recommendations for corrective actions and followed-up:

0

Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p><i>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</i></p>	<p>The LG maintained a detailed and up-to-date Asset Register as per format outlined in the Local Governments Financial and Accounting Manual 2007.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>From the evidence obtained by way of reviewing the board of survey report prepared on the 24/09/2021 signed by the Principal Assistant Secretary/Chairperson Board of Survey (Kauma Rose Kagere) which was submitted to the Auditor General on the 27/09/2021, the report formed a basis to which guidance was sought on procurement, maintenance and disposal of Assets. For example, (page 4 of 145) contains follow up on the previous board of survey recommendations and only one action still outstanding (Servicing of a Toyota Vigo Reg. No. LG-0012-78).</p>	1

12

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

There is evidence that the LG's physical planning committee is functional and members are listed below;

According to the Physical Planning Act 2010, article 9 calls for the establishment of the District Planning Committee. Therefore, the CAO (Mr Kizito Fred Mukasa) appointed the physical planning committee as follow on the 04/05/2020;

1. Kizito Fred – Chair
2. Samanya Paul – Physical Planner
3. Ikaaba Daudi- Natural resources;
4. Rwabita Harriet- District engineer
5. Nakalema Susan- Ass. District Health Officer
6. Kaggwa Abey- District Water officer
7. Isiko Muhammed- DEO
8. Babalanda Hadadi- DCDO
9. Kabakubya Samuel- Town Clerk
10. Kisakye David- Agricultural Officer

However, the committee lacks the staff surveyor and physical planner in private practice as stipulated in the section 3 of the Physical Planning Act 2010.

The was also no evidence of the submission of the 4 quarterly minutes to the MoLHUD.

12

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

d.For DDEG financed projects;

Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:

Score 2 or else score 0

There was evidence that the District has conducted a desk appraisal for all projects in the budget to establish whether the prioritized investments are; derived from the LG Development Plan, eligible for expenditure as per sector guidelines and funding source.

From the Evidence of the desk appraisal report reviewed, all priotised investments are derived from the LG Development Plan (ref. page 155, 162, 168, 186, and 188). Desk appraisal were conducted for all the 38 projects (Ref. pages 3-5), including the health sector specific projects, Water specific projects, works, Natural Resources, Production projects and Education sector specific projects. Desk appraisal report was prepared on the 12/11/2020 by the district planner (Naabye Henry) and submitted to CAO on the 12/11/2020.

2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence availed to the assessor to confirm that the LG conducted field appraisal. This is attributed to COVID 19 that restricted movements to the field.</p>	0
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>There was evidence that project profiles were developed and prepared for investments in the AWP and the formats were in line with the LG planning guidelines.</p> <p>The format for each project in the in the profile has the following details;</p> <p>Department, sector, Code, title, implementing agency, location, total planned expenditure, funds secured, funding gap, Recurrent expenditure, start date, completion date, project objective, targeted beneficiaries, back ground, technical description, funding sources, plan of operation, environmental impact and mitigation measures.</p> <p>The DTPC meeting that held on 21/01/2021 in the new council hall, agenda no. 3- "Presentation and discussion of the project profiles for all Investments of the FY 2021/2022" indicate that all the project profiles for Investment were discussed by the TPC under minute number MIN 2/DTPC/21/01/2021 to check whether they adhere to the formats in the LG Planning Guidelines.</p>	1
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG screened for environmental and social risks/impact and put mitigation measures before being approved for construction using checklists as evidenced by appraisal/screening reports signed by Environment Officer and DCDO.</p> <p>This was evidenced by Environment and Social screening forms for Phase IV Construction of the administration block dated 6th July 2020 and Environmental and Social mitigation certification for completion of administration block phase IV signed by Senior Environment Officer dated 10th May 2021.</p>	2

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan Score 1 or else score 0	<p>There was evidence that all the infrastructure projects under DDEG for FY2021-2022 were incorporated in the LG approved procurement plan during a district council sitting on 7th May 2021 under minute, Min128/COU/7th/MAY/2021.</p> <p>The DDEG projects that were approved included the following;</p> <p>Completion of the Administration block phase V, page 8 of the consolidated procurement plan, NAMU574/WRKS/2021-22/00025 under works department at Ugx. 130,000,000</p> <p>Supply of borehole spare parts, Lot 1; NAMU574/SUPLS/2021-22/00009, Page 2 of the procurement plan at Ugx. 72,000,000</p> <p>Preparation and Implementation of Magada Trading Centre Physical Development Plan, NAMU574/SVRCS/2021-22/00017, Page 14 of the procurement plan at Ugx. 40,000,000</p>	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	<p>There was evidence that all infrastructural projects to be implemented in the FY2021/2022 using DDEG were approved by contracts committee before commencement of construction on 27th September 2021 under minute KDCC/123/2021/4. The three sampled projects are as follows;</p> <p>For the project of completion of the Administration block phase V, NAMU574/WRKS/2021-22/00025, the contracts committee minute was Min. 21/NDCC/10/11/2021-22-i; and</p> <p>For the project of supply of borehole spare parts, Lot 1; NAMU574/SUPLS/2021-22/00009, the contracts committee minute was Min. 16/NDCC/29/09/2021-22-iii; and</p> <p>For the project of preparation and Implementation of Magada Trading Centre Physical Development Plan, NAMU574/SVRCS/2021-22/00017, the contracts committee minute was Min. 16/NDCC/29/09/2021-22-x</p>	1

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines: Score 1 or else 0	There was evidence that Namutumba LG established a proper project implementation team as detailed in a memo dated 25th November 2021 referenced CR/750/1; The memo nominated project implementation team headed by the Chairperson, The Chief Administration Officer, Mr. Kizito Mukasa Fred, The Sector Patron, The Principal Assistant Secretary, Mr. Kauma Rose Kagere, other members included Ms. Babita Harriet, Ag. District Engineer, Mr. Babalanda Hadadi Khalif, Ag. District Community Development Officer, Mr. Ikaaba Dauda, District Natural Resources Officer, Mr. Naabye Henry, District Planner, Mr. Kisanafu Yusuf, Senior Procurement Officer, Mr. Kagwa Abey, District Water Officer, Secretary	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer: Score 1 or else score 0	There was evidence that most of the infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG engineers; The sampled Bills of Quantities, Drawings of the same, the site supervision and technical payment reports prepared by the district technical teams support the same. This was also confirmed through random site visits to three sampled projects jointly conducted by the assessor and the engineers on 30th November 2021 The sampled project of Partial Completion of Administration Block Phase IV, NAMU574/WRKS/20-21/00001; The drawings and BOQs conformed to the standards; windows and doors, internal finishes, plumbing installations and electrical installations were done to standard.	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	There was evidence that the technical staff of Namutumba LG provided supervision and work completion reports for their infrastructural projects prior to verification and certification of works for the FY2020-2021 as follows; For the project of Partial Completion of Administration Block Phase IV, NAMU574/WRKS/20-21/00001, a supervision report on completion of the administration block phase IV, dated 12th November 2020, compiled by the District Engineer, Ms. Babita Harriet and in addition, a report on occupational safety and health of the district administration block dated 6th April 2021 was compiled by Mr. Kumbuga Yusuf, Senior Labour Officer. Four payment certificates were prepared for the same project with the most recent dated 17th February 2021, accompanied with a work completion report dated 10th February 2021.	2

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement): Score 1 or else score 0	There was evidence that Namutumba LG had verified works and initiated payments of contractors within specified time frames for FY2020/2021. Most of the procurement files availed had complete documentations and reports clearing them for payments within the recommended time frame as detailed herein; For the project of Construction of Administration block phase IV, a total amount of Ugx. 161,894,640 was paid to the contractor on 15th December 2020, the contractor signed and mobilized to the site on 25th October 2020, with the project period of 3 months up to 30th January 2021. The contractor was paid within the allowable payment time frame of 2 months.	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law: Score 1 or else 0	There was evidence that Namutumba LG had complete procurement files for FY2020-2021 in place. The contract register dated 30th June 2021, consolidated all projects and their state of implementation. Two projects with complete files were sampled as follows; For the project of Partial Completion of Administration Block Phase IV, NAMU574/WRKS/2020-21/00001, with an evaluation report dated 29th September 2020, the contracts committee approved the construction on 30th September 2020 under minute number, 12/NDCC/30/09/2020-21-i; and For the project of Construction of a one 5-stance Pit-latrine at St. Paul Buwongo Primary School, NAMU574/WRKS/2020-21/00009, with an evaluation report dated 27th January 2021, the contracts committee approved the construction on 4th February 2021 under minute number, Min. 24/NDCC/4/02/2020-21-ii	1

Environment and Social Safeguards

14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	a. Evidence that the District/Municipality has i) designated a person to coordinate response to feedback (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant. Score: 2 or else score 0	There was evidence availed to show that the District designated a person to coordinate response to feedback (grievance complaints). This was evidenced by the availed appointment letter dated 31st July 2020, Reference number. CR/Admin/106. The appointment letter for the GRC was also availed dated 31st July 2020. Signed and stamped by the Chief Administrative Officer. Minutes of the GRC meetings were availed held on 13th August 2021 and 16th March 2021 in council hall, signed by Chairperson and secretary.	2
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14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p>	<p>There was no evidence provided to show that the LG had a specified a system for recording, investigating and responding to grievances since there was no centralized complaints log with clear information and reference for onward action (a defined complaints referral path) that was availed for assessment.</p>	0
		<p>If so: Score 2 or else 0</p>		
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p>	<p>There was no evidence that the District publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p>	0
		<p>If so: Score 1 or else 0</p>		
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0</p>	<p>From the evidence of the LG development plan (ref. pages 107 to126 “climate change, (Implement actions for adoption to climate change which include protection and management of Natural resources, management of urban and industrial developments coping strategies”, Environment Social and Climate change interventions have been integrated.</p> <p>The sampled projects are listed below;</p> <ol style="list-style-type: none"> 1. Construction of 14 boreholes at UGX 315,000,000; 2. Expansion of demo fish pond by 500 cubic meters for Kaaka at UGX 7,000,000; and 3. Construction of Nabweyo Seed Secondary school at UGX 851,223,247. <p>The Development plan was approved by council on the 27/04/2015 under minute number 13/27/04/2015.</p>	1

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management</p> <p>score 1 or else 0</p>	<p>There was evidence to indicate that DDEG guidelines were disseminated. The LG held a Technical planning committee to disseminate guidelines DDEG grant on the 15/10/2021 in the new council hall.</p> <p>The list of attendees was;</p> <ol style="list-style-type: none"> 1. Kagoda Shanon – acting sub county chief- Bugobi; 2. Nabito Carol- Acting sub county chief- Kiwanyi; 3. Kwajja Bumali- Sub county chief- Kibaale; 4. Wakabi Nathan – Acting SAS – Mazuba; 5. Mwebeke Juliet- SAS of Nabweyo; 6. Kabakubya Samuel- Town clerk; 7. Mugoya Allan- SAS Bulange; and 8. Balimumiti Ali- SAS – Magada. 	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>There was no evidence availed to show that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY.</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>d. Examples of projects with costing of the additional impact from climate change.</p> <p>Score 3 or else score 0</p>	<p>There was evidence that the DDEG project provided additional costing for impact from climate change as evidenced by installation of Lightening arrester to prevent lightening and planting of trees as wind breakers.</p>	3

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 1 or else score 0	There was no evidence provided to show that the DDEG project was implemented on land where the LG has proof of ownership, access, and availability without any encumbrances.	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 1 or else score 0	There was no evidence availed to show that environmental officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs.	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0	There was evidence provided to show that E&S compliance Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates. This was evidenced by the availed Environment and Social mitigation certification form dated 10th May 2021.	1

Financial management

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG had carried out monthly bank reconciliations on IFMS and reconciliations were up to date at the time of Local Government Performance Assessment on the 29th November 2021 as per details indicated below;</p> <p>Namutumba District General fund account – Bank of Baroda – Iganga Branch – Account Number 95060200000607;</p> <p>Namutumba District Revenue collection account – Bank of Uganda – 005740168000001;</p> <p>Namutumba District LG UWEP- Stanbic Bank – Account Number – 9030014969771; and</p> <p>Namutumba Livelihood project recovery – Stanbic Bank – Account number – 9030014966373.</p> <p>All the above accounts have been reconciled up to October 2021.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG had prepared all quarterly internal audit (IA) reports for the previous FY as presented by the District Principle Internal Auditor (Mr. Ziraba Moses) as follows;</p> <p>1st Quarter IA report was prepared on 27/10/2020 and acknowledged by the Accountant General on the 19/04/2021;</p> <p>2nd Quarter IA report was prepared on 12/01/2021 and acknowledged by the Accountant General on the 19/04/2021;</p> <p>3rd Quarter IA report was prepared on 22/04/2021 and acknowledged by the Accountant General on the 15/10/2021; and</p> <p>4th Quarter IA report was prepared on 22/07/2021 and acknowledged by the Accountant General on the 15/10/2021.</p>	2

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>There was evidence that the LG had provided IA information to the LG Council/Chairperson and the LG PAC.</p> <p>The status reports on IA were submitted and acknowledged by the LG Clerk (Kile Noah) to Council and the LG PAC on the following dates per quarter;</p> <ol style="list-style-type: none"> 1. Quarter 1 was submitted on the 30/07/2020; 2. Quarter 2 was submitted on the 12/01/2021; 3. Quarter 3 was submitted on the 23/04/2021; and 4. Quarter 4 was submitted on the 26/07/2021. <p>These reports were submitted to the District Speaker and copied to the, Office of the Internal Auditor, Internal Auditor General, Ministry of Local Government, Resident District Commissioner, Chairperson District, PAC, and Chief Administrative Officer.</p>	1
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>There was no evidence indicating internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up.</p>	0
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Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>From the Annual financial statements 2020/2021, (ref. page 18), Local revenue, was projected at UGX 284,000,000, and the Actual local revenue collection realized was UGX 178,071,200, (Ref: page 18). This translated into a revenue collection ratio of 62.7% which was 37.3% short of target and not within the required range of +/- 10% range.</p>	0
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19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% - 10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>From the evidence by way of reviewing the Audited financial statements of the FY 2019/2020, own revenue sources generated was UGX 156,837,329, (ref. page 22), and review of the Annual Financial Accounts in the FY 2020/2021, (ref. page 18), own revenue generated amounted to UGX 178,071,200, indicating there was an increment in collection by UGX 21,233,871 (Appx 13.5% increment).</p>	2
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20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>There was evidence that the HLG has remitted the mandatory 65% LLG share of local revenues.</p> <p>The total local revenue collected was totaling to UGX 134,857,632. (65% of the total collection is UGX 87,657,461) distributed to the different LLGs as follows;</p> <ol style="list-style-type: none"> 1. Namutumba S/C – UGX 14,738,874; 2. Nsinze S/C – UGX 17,028,012; 3. Ivukula S/C – UGX 8,323,525; 4. Bulange S/C – UGX 7,100,000; 5. Magada – UGX 10,822,500; 6. Mazuba – UGX 4,780,050; 7. Nabweyo – UGX 4,583,000; 8. Nangonde – UGX 3,845,250; 9. Kibaale – UGX 4,461,250; 10. Namutumba T/C – UGX 11,975,000. 	2
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Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>There was evidence that the procurement plan and awarded contracts and all the amounts for FY2020-2021 were published on the PDU notice board for 10 working days from 1st October 2020 to 15th October 2020.</p>	2
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21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>There was evidence that the LG performance assessment results and implications are published for the previous year. Reference is made to the LG website www.namutumba.go.ug under the report section.</p>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>There was evidence that the LG during the previous FY conducted radio programmes and provided the public feed-back on status of activity implementation.</p> <p>A report titled "Radio talk show Programme funded under the Uganda Multi-sectoral food security and Nutrition project" prepared by the communication officer (Kiire Noah) include evidence of the radio talk shows as follow;</p>	1
			<p>1. There were two radio talk shows hosted on 90.6 FM Busoga One Radio in Jinja District on the 06/07/2020 and 11/07/2020. In addition to this, there are radio spot advert still running at the same radio for more 4 months to March 2022.</p>	
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>There was evidence that the LG has made publicly available information on tax rates, collection procedures and procedures for appeal. The information was published on the finance and LG notice boards at the LG headquarters on the 22/06/2021 and still visible as per the assessment date on the 29/11/2021.</p>	1
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0</p>	<p>There were no IGG reports up to the date of the assessment on the 22/11/2021.</p>	1

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 	<p>The PLE results for the previous two years were availed and reviewed. There was improvement in performance by 3%. The evidence is that in 2019, 1,260 out of 5,310 (59%) pupils passed and in 2020, 3,547 out of 5,654 (62%) pupils passed.</p>	2
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>There was evidence of improvement in UCE performance by 56% between the previous year but one and the previous year. In 2019, 588 out of 1,469 students passed UCE making 40% and in 2020, 1,722 out of 1781 students passed making 96%.</p>	3
2	<p>Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 2 • Between 1 and 5% score 1 • No improvement score 0 	<p>Not applicable at the LG since the assessment tool has not yet been provided to the LG to assess LLGs at the time of the assessment on the 22/11/2021.</p>	0

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>There was evidence that the LG has used the development grant on eligible activities.</p> <p>Evidence availed indicate that pages 20-22 of the Education sector guidelines spell out the procedure for planning and budgeting for development expenditure, indicating the highlights of the eligible projects funded under the grant.</p> <p>Some of the eligible activities done in the FY 2020/2021 at the LG were;</p> <ol style="list-style-type: none"> 1. NAMU 574/WRKS/2020-21/00006- Construction of a two-classroom block at Kisowozi P/S at a cost of UGX 64,909,962, signed on the 29/10/2020. The contractors are PAB Contractors Company Ltd and the final completion certificate was on the 16/12/2020, 2. NAMU 574/WRKS/2020-21/00011- Construction of a five-stance lined pit latrine at Nawaikona P/S at a cost of UGX 21,423,018, signed on the 22/03/2021. The contractors are Elohim Technical services Ltd and the final completion certificate was on the 16/06/2021; and 3. NAMU 574/WRKS/2020-21/00013- Construction of a two-classroom block at Bulafa Islamic P/S at a cost of UGX 21,999,448, signed on the 22/03/2021. The contractors are Alcon Priority Investments (U) Ltd and the final completion certificate was on the 22/06/2021, 	2
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0</p>	<p>There was evidence that the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors</p> <p>The sample contracts reviewed are indicated below;</p> <ol style="list-style-type: none"> 1. NAMU 574/WRKS/2020-21/00006- Construction of a two-classroom block at Kisowozi P/S at a cost of UGX 64,909,962, signed on the 29/10/2020. The contractors are PAB Contractors Company Ltd. Request was done on the 16/12/2020, District engineer (Babita Harriet) recommended the payment on the 17/12/2020, District Education Officer (Isiko Muhammed) on the 22/02/2021, Chief Finance Officer (Basarirwa George) on the 22/02/2021 and Chief Administrative Officer (Kizito Mukasa Fred) on the 22/01/2021, the final completion certificate on the 16/12/2020, District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) signed the environment certification form on the 16//12/2020, payment was done on the 25/03/2021 (voucher number 35219089) , and receipting done on the 26/03/2021; 	2

2. NAMU 574/WRKS/2020-21/00011- Construction of a five-stance lined pit latrine at Nawaikona P/S at a cost of UGX 21,423,018, signed on the 22/03/2021. The contractors are Elohim Technical services Ltd. Request was done on the 15/06/2021, District engineer (Babita Harriet) recommended the payment on the 16/06/2021, District Education Officer (Isiko Muhammed) on the 16/06/2021, Chief Finance Officer (Basariwa George) on the 17/06/2021 and Chief Administrative Officer (Kizito Mukasa Fred) on the 17/06/2021, the final completion certificate on the 16/06/2021, District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) signed the environment certification form on the 17/06/2021, payment was done on the 25/06/2021 (voucher number 37544723) , and receipting done on the 28/06/2021; and

3. NAMU 574/WRKS/2020-21/00013- Construction of a two-classroom block at Bulafa Islamic P/S at a cost of UGX 21,999,448, signed on the 22/03/2021. The contractors are Alcon Priority Investments (U) Ltd. Request was done on the 02/06/2021, District engineer (Babita Harriet) recommended the payment on the 02/06/2021, District Education Officer (Isiko Muhammed) on the 02/06/2021, Chief Finance Officer (Basariwa George) on the 02/06/2021 and Chief Administrative Officer (Kizito Mukasa Fred) on the 02/06/2021, the final completion certificate on the 22/06/2021, District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) signed the environment certification form on the 26//05/2021, payment was done on the 22/06/2021 (voucher number 37111718) , and receipting done on the 24/06/2021.

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

Maximum 8 points on
this performance
measure

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

There was evidence that the variations of the three
sampled contracts for education infrastructure projects for
the FY 2020/2021 were within the +/-20% of the MoES
engineers estimates as follows;

Project: Construction of a two classroom block at
Kisowozi Primary School, NAMU574/WRKS/2020-
21/00006

Contractor: BAP Contractors Co. Limited

Contract amount = Ugx. 64,906,962

Engineers Estimate: Ugx. 65,000,000

Variation = +0.143%; and

Project: Construction of a one five stance lined pit-latrine
at St. Paul Buwongo Primary School,
NAMU574/WRKS/20-21/00009

Contractor: Prosa Engineering Services Limited

Contract amount = Ugx 21,997,678

Engineers Estimate = Ugx. 22,000,000

Variation = +0.011%; and

Project: Construction of 2 classroom block at Kagulu
Primary School, NAMU574/WRKS/20-21/00008

Contractor: Native Investments Limited

Contract sum = Ugx. 74,848,493

Engineers Estimate = Ugx. 65,000,000

Variation = -15.152% among others

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

Maximum 8 points on
this performance
measure

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

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

N/A; No Seed Secondary School projects for
FY2020/2021

4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 – 79% score: 1 • Below 70% score 0 	<p>Evidence provided in a meeting Min. no. NTB/DSC/271/31/03/2021 (b) and Min. No. NTB/DSC/262/22/12/2020 shows that a total of 182 primary school teachers GII were recruited in the FY2020/2021, a total of 229 teachers as per staff list of July 2021.</p> <p>As per approved structure (417), the LG has recruited 55% of Primary School teachers as per the prescribed MoES staffing guidelines in the FY2020/2021.</p>	0
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4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0 	<p>There was evidence that all the schools in the LG meet the minimum standards. The list of registered schools in the performance contract and DES basic requirements were availed and reviewed. The LG had 117 schools with the basic requirements such as classroom locks, number of teachers, stances of pit latrines and among others.</p>	3
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Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>There was evidence that the LG has accurately reported teacher deployment for the year 2021.</p> <p>Some of the teachers were deployed as follows;</p> <ol style="list-style-type: none"> 1. Nabirye Babra, namulondo sarah, Isabirye martin and Baluka Agnes were deployed in Buwambi primary school. 2. Nagaya Yusufu Lumumba, Kasisa Robert, Munabi Joseph and Mubi Ruth were deployed in Namutumba Modern primary school. 3. Kiria Stella, Atim Betty, Mpoda Charles and Ogugu Charles were deployed in Magada primary school. <p>This deployment was dated 8th April, 2021.</p>	2
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5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>There was no evidence of an asset register availed by the LG.</p>	0
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p> <ul style="list-style-type: none"> • If 100% school submission to LG, score: 4 • Between 80 – 99% score: 2 • Below 80% score 0 	<p>There was no evidence availed to the assessor to substantiate this indicator. An annual budget for the FY 2020/2021 was the only item availed.</p>	0
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> • If 50% score: 4 • Between 30– 49% score: 2 • Below 30% score 0 	<p>There was no evidence availed by the LG to this indicator</p>	0

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 	<p>There was evidence that the EMIS data extract matches with OTIMS. The evidence is that list of the 117 schools and annual EMIS data extract from MoES for 2020/2021 were availed.</p>	4
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Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>There was proof that that all the head teachers and teachers have been budgeted for as per staffing guidelines based on the budget for the FY 2020/2021 pg 33 and FY 2021/2022 pg 36 availed. All the 1,528 teachers were budgeted for with 13 teachers in Buwambi primary school, 28 teachers in Namutumba Modern primary school and 15 teachers in Magada primary school.</p>	4
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7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p> <p>Score 3 else score: 0</p>	<p>There was evidence of teacher deployment indicating that teachers are deployed as per the sector guideline. The evidence was the list of schools, school staff list for 2021 and attendance register. Some of the teachers were deployed as below;</p> <ol style="list-style-type: none"> 1. Nabirye Babra, namulondo sarah, Isabirye martin and Baluka Agnes were deployed in Buwambi primary school. 2. Nagaya Yusufu Lumumba, Kasisa Robert, Munabi Joseph and Mubi Ruth were deployed in Namutumba Modern primary school. 3. Kiria Stella, Atim Betty, Mpoda Charles and Ogugu Charles were deployed in Magada primary school. 	3
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7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board, score: 1 else, score: 0</p>	<p>There was no evidence of publication of teacher deployment either on the LG notice board or the school notice boards.</p>	0
<p>Maximum 8 points on this performance measure</p>				
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copt to DEO/MEO Score: 2 or else, score: 0</p>	<p>There was evidence that all primary school head teachers were appraised by SAS and reports submitted to Human Resource Officer and copied to the DEO. They include among others;</p> <ol style="list-style-type: none"> 1. Head teacher Kigalama primary school was appraised on 19th August, 2021 2. Head teacher Bulafa Islamic primary school was appraised on 25th August, 2021 3. Head teacher Bukonte primary school was appraised on 31st August, 2021 4. Head teacher Kironde primary school was appraised on 23rd August, 2021 	2
<p>Maximum 8 points on this performance measure</p>				
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM Score: 2 or else, score: 0</p>	<p>No evidence was provided to show that D/CAO (or Chair BoG) appraised all secondary School head teachers.</p>	0
<p>Maximum 8 points on this performance measure</p>				

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>Evidence availed showed that the LG Education department have been appraised against their performance plans, however, out of 5 staff in the department only 4 were appraised;</p> <ul style="list-style-type: none"> - Batana Damalie Juliet, Senior Education Officer, was appraised on 6th /July /2021; - Kalisengawa Fred, Senior Inspector of school was appraised on 5th /July /2021; - Bwata Godfrey Nathankel, Sports Officer was appraised on 6th /July /2021; - Namugwano Sarah, Education Officer, Special Needs was appraised on 6th /July /2021; - District Education Officer was not appraised. 	0
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p>	<p>There was no evidence that the LG prepared a training plan to address identified staff capacity gaps at the school and LG level.</p>	0
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Management, Monitoring and Supervision of Services.

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>There was no evidence availed to the assessor to substantiate this indicator.</p>	0
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9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p>	<p>There was evidence that the LG made allocations to inspection and monitoring. This was evident in the annual budget 2021/2022 page 36.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 else, score: 0</p>		
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p>	<p>There was evidence the LG submitted warrants for school's capitation although not within 5 days after cash limits were uploaded for the last 3 quarters.</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</p>	<p>Q1 fund release was done on the 09/07/2020, and warrants for school's capitation submitted on the 04/08/2020;</p>	
			<p>Q2 fund release was done on the 06/10/2020, and warrants for school's capitation submitted on the 15/10/2020;</p>	
			<p>Q3 fund release was done on the 08/01/2021, and warrants for school's capitation submitted on the 20/01/2021; and</p>	
			<p>Q4 fund release was done on the 31/03/2021, and warrants for school's capitation submitted on the 14/04/2021.</p>	
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p>	<p>There was no evidence that the LG has invoiced and the DEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else, score: 0</p>		

10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections. • If 100% compliance, score: 2, else score: 0	There was no evidence that LG, department of education prepared an inspection plan and meeting conducted to plan for school inspections.	0
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report: • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0	There was no evidence of adequate school inspection. The assessor found out from the three sampled schools that inspection was done once in each school in 2021. The schools were inspected as follows.; 1. Magada primary school was inspected on 23rd February, 2021. 2. Namutumba Modern Islamic primary school was inspected on 7th June, 2021 and 3. Buwambi primary school was inspected on 22nd February, 2021.	0
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up, Score: 2 or else, score: 0	There was evidence that inspection reports were discussed and used to recommend corrective actions and follow-ups made. Inspection reports were discussed in DEO's office on 27th January, 2021 Min 4/1/2021 and on 17th June, 2021 Min 3/6/2021.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0	There was evidence that showed that the findings of inspections were presented to the respective schools with copies submitted to DES in the MoES. The copies submitted to DES were received on the following dates; 15th January, 2021, 25th May, 2021 and 8th November, 2021.	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>There was evidence in form of minutes that the Council Committee responsible for Education met and discussed service delivery issues including Inspection and monitoring findings and performance assessment results.</p> <p>1. The council committee responsible for education met on the 28th February, 2021, under agenda item 2 “Presentation of the second quarter sector report”. Under minute no. 41/Educ/28/02/2021;</p> <p>2. The council committee responsible for education met on the 12th April, 2021, under agenda item 4 “Presentation and discussion of the Draft budget 202/2021” Under minute no. 45/Educ/08/12/2021.</p> <p>3. The council committee responsible for education met on the 23 February, 2021, under agenda item 3 “Presentation quarterly report on education and community basic services” Under minute no. 38/Educ/23/02/2021.</p>	2
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11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,</p> <p><i>score: 2 or else score: 0</i></p>	<p>There was no evidence availed to substantiate this indicator.</p>	0
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Investment Management

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p>	<p>There was no evidence of an asset register availed by the LG to enable a comparison with the facilities in the field.</p>	0
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12	Planning and budgeting for investments	b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i>	<p>There was evidence that the LG has conducted a desk appraisal. Evidence from the desk appraisal report on the 12/11/2020, (Ref. page 3 to 5, prepared by Naabye Henry, the district planner), all the 9 education projects were appraised. These are;</p> <ol style="list-style-type: none"> 1. Construction of Nabweyo Seed Secondary School – UGX 851,223,247; 2. Supply of education double cabin pick up- UGX 175,148,000; 3. Construction of a five- stance lined pit latrine at Kagulu P/S – UGX 22,500,000; 4. Construction of a five- stance lined pit latrine at Buyange P/S – UGX 22,500,000; 5. Construction of a five- stance lined pit latrine at Bulagala P/S – UGX 22,500,000; 6. Construction of a five- stance lined pit latrine at Irimbi P/S – UGX 22,500,000; 7. Construction of a five- stance lined pit latrine at Iwungiro P/S – UGX 22,500,000; 8. Construction of a five- stance lined pit latrine at Nabitula P/S - UGX 22,500,000; 9. Supply of 3-seater desks to Kikalu and Buwidi P/S – UGX 	1
<i>Maximum 4 points on this performance measure</i>				
12	Planning and budgeting for investments	c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, <i>score 1 else score: 0</i>	There was no evidence availed to the assessor to confirm that the LG conducted field appraisal. This is attributed to COVID 19 that restricted movements to the field.	0
<i>Maximum 4 points on this performance measure</i>				
13	Procurement, contract management/execution	a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i>	There was evidence that Nabweyo Seed Secondary School was incorporated into the LG procurement plan for FY2021/2022	1
<i>Maximum 9 points on this performance measure</i>				

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i>	N/A; No Seed Secondary School projects for FY2020/2021	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i>	There was evidence that the projects constructed in the FY2020/2021 were overseen by an implementation team as demonstrated by the letter dated 29th October 2020, entitled Appointment of Contract Managers for FY2020/2021. The memo appointed Mr. Kumbuga Frank, Mr. Kagwa Abey, District Water Officer, Mr. Muwanika Nathan, Town Engineer-Namutumba T.C, and Ms. Babita Harriet, Senior Engineer as contract managers.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES <i>Score: 1, else, score: 0</i>	N/A; No Seed Secondary School projects for the FY2020/2021	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i>	N/A; No Seed Secondary School projects for FY2020/2021	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc ..., has been conducted <i>score: 1, else score: 0</i>	N/A; No Seed Secondary School projects for FY2020/2021	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else</i>	The LG provided evidence which indicated that all payment requests for sector infrastructure in FY 2020/2021, were initiated and executed as per contract and implementation results.	1

1. NAMU 574/WRKS/2020-21/00006- Construction of a two-classroom block at Kisowozi P/S at a cost of UGX 64,909,962, signed on the 29/10/2020. The contractors are PAB Contractors Company Ltd. Request was done on the 16/12/2020, District engineer (Babita Harriet) recommended the payment on the 17/12/2020, District Education Officer (Isiko Muhammed) on the 22/02/2021, Chief Finance Officer (Basarirwa George) on the 22/02/2021 and Chief Administrative Officer (Kizito Mukasa Fred) on the 22/01/2021, the final completion certificate on the 16/12/2020, District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) signed the environment certification form on the 16/12/2020, payment was done on the 25/03/2021 (voucher number 35219089) , and receipting done on the 26/03/2021;

2. NAMU 574/WRKS/2020-21/00011- Construction of a five-stance lined pit latrine at Nawaikona P/S at a cost of UGX 21,423,018, signed on the 22/03/2021. The contractors are Elohim Technical services Ltd. Request was done on the 15/06/2021, District engineer (Babita Harriet) recommended the payment on the 16/06/2021, District Education Officer (Isiko Muhammed) on the 16/06/2021, Chief Finance Officer (Basarirwa George) on the 17/06/2021 and Chief Administrative Officer (Kizito Mukasa Fred) on the 17/06/2021, the final completion certificate on the 16/06/2021, District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) signed the environment certification form on the 17/06/2021, payment was done on the 25/06/2021 (voucher number 37544723) , and receipting done on the 28/06/2021; and

3. NAMU 574/WRKS/2020-21/00013- Construction of a two-classroom block at Bulafa Islamic P/S at a cost of UGX 21,999,448, signed on the 22/03/2021. The contractors are Alcon Priority Investments (U) Ltd. Request was done on the 02/06/2021, District engineer (Babita Harriet) recommended the payment on the 02/06/2021, District Education Officer (Isiko Muhammed) on the 02/06/2021, Chief Finance Officer (Basarirwa George) on the 02/06/2021 and Chief Administrative Officer (Kizito Mukasa Fred) on the 02/06/2021, the final completion certificate on the 22/06/2021, District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) signed the environment certification form on the 26/05/2021, payment was done on the 22/06/2021 (voucher number 37111718) , and receipting done on the 24/06/2021.

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i>	There was evidence of a late submission of the education sector procurement plan for FY2021-2022 from the District Education Officer to PDU on 11th June 2021 after the deadline date of 30th April 2021	0
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13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i>	N/A; No Seed Secondary School projects for FY2020/2021	1
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Environment and Social Safeguards

14	Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework. <i>Maximum 3 points on this performance measure</i>	Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, <i>score: 3, else score: 0</i>	There was no evidence provided to show that grievances had been recorded, investigated, responded to and recorded in line with the grievance redress framework in education projects.	0
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15	Safeguards for service delivery. <i>Maximum 3 points on this performance measure</i>	Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation <i>Score: 3, or else score: 0</i>	There was no evidence availed to the assessor to substantiate this indicator.	0
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16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i>	There was evidence availed to show that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for education infrastructure projects. This is evidenced by the availed BOQs for; Construction of a 5-stance pit latrine at Bugume primary school; procurement reference number: NAMU 574/WRKS/20-21/00014, dated 23rd March 2021, signed and stamped. Construction of a 5-stance lined pit latrine at Bulaafa Islamic primary school. Procurement number: NAMU 474/WRKS/20-21/00013, dated 23rd march 2021, signed and stamped. Construction of a 5-stance lined pit latrine at Nawaikona primary school. Procurement number: NAMU 574/WRKS/20-21/00011, dated 23rd March 2021, signed and stamped.	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was no evidence provided as proof of land ownership, access of school construction projects.	0
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	There was no evidence provided to show that the Environment Officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs including follow up on recommended corrective actions.	0

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

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

Score: 1, else score:0

There was evidence provided to show that E&S compliance Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates. This was evidenced by the availed E&S compliance certification forms for:

Construction of a 5-stance pit latrine at Nawaikona primary school, dated 17th June 2021, signed and stamped by Environment officer and DCDO

Construction of a 5-stance pit latrine at Bulaafa Islamic primary school, dated 26th May 2021, signed and stamped by Environment officer and DCDO designate.

Construction of a 2-classroom block at Kagulu primary school, dated 15th February 2021, and,

Construction of a 2-classroom block at kisowozi primary school dated 16th December 2020, all signed and stamped by Environment officer and DCDO designate as Social safeguards officer.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>The was no evidence at the DHO's office to indicate that the health centers submitted annual reports (HMIS 107) for the previous FY and previous FY but one to make a comparison in deliveries</p>	0
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.</p>	<p>From the evidence presented and reviewed by the assessor, Health Development Grant for the previous FY was used on eligible activities as per the Health grant and budget guideline Page 16.</p> <p>” As stipulated in the guideline for budgeting for functioning of existing health facilities that require finance major repairs to health infrastructure and equipping and completion of existing public health facilities and capacity development”.</p> <p>1. Fencing of Kagulu HCIII under (Proc. Ref. NAMU/WRKS/2020-21/0002) at a cost of UGX 49,111,600, signed on 16/10/2020, and completion certificate was on the 06/05/2021.; and</p> <p>2. Renovation of theatre at Nsinze HC IV under (Proc. Ref. NAMU/WRKS/2020-21/0004) at a cost of UGX 19,303,000, signed on 22/03/2021, and completion certificate was on the 14/06/2021.</p>	2

Investment performance: b. If the DHO/MMOH, LG
The LG has managed health projects as per guidelines.
Maximum 8 points on this performance measure

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

Evidence from the reviewed payment voucher indicate that the District Health Officer (Kirya James, District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) does certify the works and signs before LG makes payments.

A sample of the reviewed contract vouchers are listed below;

1. Fencing of Kagulu HCIII under (Proc. Ref. NAMU/WRKS/2020-21/0002) at a cost of UGX 49,111,600, signed on 16/10/2020, and completion certificate was on the 06/05/2021. District Health Officer (Dr Kirya James) recommended the payment on the 06/05/2021, Payment was done on the 14/06/2021 (voucher no. 36819845).

District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) all certified works on the 06/05/2021;

2. Renovation of theatre at Nsinze HC IV under (Proc. Ref. NAMU/WRKS/2020-21/0004) at a cost of UGX 19,303,000, signed on 22/03/2021, and completion certificate was on the 14/06/2021. District Health Officer (Dr Kirya James) recommended the payment on the 14/06/2021, Payment was done on the 25/06/2021 (voucher no. 37544721).

District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) all certified works on the 14/06/2021;

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

Maximum 8 points on this performance measure

c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0

There was evidence that the variations of the three sampled Health Infrastructure projects for the FY 2020/2021 were within the +/-20% of the MOH engineers estimates as follows;

Project: Remodeling of Maternity Ward and Partial Fencing of Bulange HC III,
NAMU574/WRKS/2020-21/00003

Contractor: Shalka General Enterprises (U) Limited

Contract amount = Ugx. 133,040,769

Engineers Estimate = Ugx. 138,000,000

Variation = +3.594%; and

Project: Fencing of Kagulu Health Centre III,
NAMU574/WRKS/2020-21/00002

Contractor: Kasokoso Services Limited

Contract amount = Ugx.49,111,600

Engineers Estimate = Ugx.50,000,000

Variation = +1.777% ; and

Project: Renovation of a Theatre at Nsinze HC IV,
NAMU574/WRKS/2020-21/00004

Contractor: Gotham Construction Limited

Contract amount = Ugx. 19,303,000

Engineers Estimate = Ugx. 20,000,000

Variation = +3.485% among others

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

Maximum 8 points on this performance measure

d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY

- If 100 % Score 2
- Between 80 and 99% score 1
- less than 80 %: Score 0

N/A; No health Centre upgrade projects for FY2020/2021

4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards Maximum 4 points on this performance measure	a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0	Evidence provided from the 7 HC (HCIII - 6 and 1 HCIV) updated staffing levels, 26th/November/2021, the LG has recruited staff 93% of HCIIIs and HCIVs workers as per staffing structure. i.e 41/48 for HCIII and 109/114 for allHCIVs.	2
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards Maximum 4 points on this performance measure	b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs. • If 100 % score 2 or else score 0	N/A; No health Centre upgrade projects for FY2020/2021	2

Performance Reporting and Performance Improvement

5	Accuracy of Reported Information: The LG maintains and reports accurate information Maximum 4 points on this performance measure	a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0	There was evidence that all the three visited health facilities namely; Nsinze HCIV, Namutumba HCIII and Magada HCIII had their staff attendance book well signed and duty roasters of different departments well displayed. Examples of health workers from sample health facilities are; Nsinze health center IV; Mwidu Hilder an enrolled nurse and Isabirye Robert a Medical Officer. Namutumba health center III; Mubiito Julian a nursing officer and Waisiki Milton an askari. Magada health center III; Lugwire Handjira a nursing assistant UGX403,832 and Konso Tabisa an enrolled midwife.	2
5	Accuracy of Reported Information: The LG maintains and reports accurate information Maximum 4 points on this performance measure	b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0	There was no upgrade of a health facility in the previous FY 2020/2021	2

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was evidence of a late submissions of annual workplans and budgets by the health facilities on 15th May 2021 after the deadline of 31st March 2021</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was no evidence that the health facilities prepared and submitted Annual budget performance report for the previous FY</p>	0

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>Evidence availed from the DHO's office indicated that all the sampled health facilities; Magada health center III, Namutumba health center III and Nsinze health center IV developed and submitted facility improvement plans for the current FY on 5th July 2021.</p> <p>Their improvement plans incorporated issues identified by DHMT monitoring and assessment reports</p>	2
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <ul style="list-style-type: none"> • score 2 or else score 0 	<p>There was evidence of late submission of one of the monthly reports on 9th May 2021.</p> <p>All quarterly reports were not availed to the assessor.</p>	0
<p>Maximum 14 points on this performance measure</p>				

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p>	<p>There was evidence at the DHO's office that the sampled Health Facilities (Nsinze health center IV, Namutumba health center III and Magada health center III) submitted their RBF by 15th October 2021.</p>	2
	<p>Maximum 14 points on this performance measure</p>	<p>Note: Municipalities submit to districts</p>		
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>There was no evidence of timely submission of RBF invoices by DHMT. Below were the dates of submission by DMHT to the MOH.</p> <p>Quarter 1: 29th October 2020</p> <p>Quarter 2; 26th February 2021</p> <p>Quarter 3: 19th April 2021</p> <p>Quarter 4: 27th July 2021</p>	0
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>There was evidence the LG's 3 quarterly budget performance reports were submitted before the deadline of 31st August 2021, however Q4 was submitted after as indicated below;</p> <p>1 Quarter 1- 22/12/2020;</p> <p>2. Quarter 2- 05/03/2021;</p> <p>3. Quarter 3- 01/07/2021; and</p> <p>4. Quarter 4- 01/10/2021.</p>	0
	<p>Maximum 14 points on this performance measure</p>			

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>The weakest performing Health center III is Namutumba.</p> <p>There was evidence that the DHMT developed and approved the performance improvement plan for the lowest performing health Center on 2nd April 2021.</p>	1
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>The DHMT implemented action points in the Performance Improvement Plan (PIP) as per the report on PIP dated 21st July 2021 by the DHO, Dr. Kirya James.</p> <p>The health facility with the weakest performance is Namutumba health center III.</p>	1

Human Resource Management and Development

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>a) Evidence that the LG has: i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>There was evidence that the LG budgeted for the health workers (76%) in the contract of 2021/2022 as per the guidelines. The total amount of wage budgeted for health workers was UGX 2,162,564.</p> <p>Examples of health workers from sample health facilities receiving salary from the wage grant are;</p> <p>Nsinze health center IV; Mwidu Hilder an enrolled nurse UGX 757,633 and Isabirye Robert a Medical Officer UGX 3,144,475.</p> <p>Namutumba health center III; Mubiito Julian a nursing officer UGX 1,344,475 and Waisiki Milton an askari UGX 303,832.</p> <p>Magada health center III; Lugwire Handjira a nursing assistant UGX403,832 and Konso Tabisa an enrolled midwife UGX 757,633.</p>	2	
<p>Maximum 9 points on this performance measure</p>	7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>a) Evidence that the LG has: ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>The staff deployment list of Namutumba district health department prepared by the DHO Dr. Kirya James on 2nd April 2021 show 91 % of the staff were deployed to Health Facilities as follows;</p> <p>Health center IV- 85%</p> <p>Health center III- 97%</p>	2
<p>Maximum 9 points on this performance measure</p>	7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p>	<p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	<p>There was evidence that the deployed staff were working at the health facilities, the following are examples of the staff found at each facility;</p> <p>Nsinze health center IV; Dr. Lubiite Allan a medical officer, Okello Ibrahim a laboratory technician.</p> <p>Namutumba health center III; Naigaga Deborah a nursing officer and Balisanyuka Ronald a senior health educator.</p> <p>Magada health center III; Magala Godfrey a laboratory assistant and Namuswa Annet an enrolled nurse.</p>	3
<p>Maximum 9 points on this performance measure</p>					

7

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

Maximum 9 points on this performance measure

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

There was evidence of staff deployment by the LG for FY 2021/2022 posted on the notice boards on the 4th November

2

8

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:
i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0

In the sample of 10 health workers personal files, there was evidence that the DHO/MMOHs Conducted annual performance appraisal of all the health workers against the agreed performance plans and submitted a copy to HRO during the previous FY 2020/2021.

List of staff appraised included;

- Kyakulao Augustine, Askari was appraised on 15th /July /2021;

- OLWENY Joseph, Public Health Dental Officer was appraised on 2nd /July /2021;

- Tegule Asadi Mukesi, Anaesthetic Officer was appraised on 5th /July /2015;

- Takoze Samuel, Theatre Assistant was appraised on 16th /July /2021;

- Taliwaku tadewo, Askari was appraised on 21st /July /2021;

- Isabirye Robert, Porter was appraised on 29th /July /2021;

- Mbaale Willy, Health Assistant was appraised on 2nd /July /2021;

- Namulondo Olivia, Enrolled Nurse was appraised on 6th /August /2021;

- Kaidha Sarah, Enrolled Nurse was appraised on 29th /July /2021 and

- Namudope Annet, Nursing Assistant was appraised on 6th /July /2021.

1

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0</p>	<p>Evidence provided shows that out of the 13 Facility In-charges, not all of them were appraised.</p> <p>Example of staff who were appraised included;</p> <ul style="list-style-type: none"> - Kateme Harriet, Senior Clinical officer was appraised on 15th /July /2021 Ndaye Richard, Medical Clinical Officer was appraised on 19th /August/2021 Balikowa Robert, Clinical Officer was appraised 25th /June /2021 Walujjo Emmanuel, enrolled Nurse was appraised on 22nd /July /2021 <p>List of Facility In-charges who were not appraised included;</p> <ul style="list-style-type: none"> Kyaterekera Paul, Senior Clinical Officer; Isabirye Ronald, Medical officer; Lubiite Allan, Medical officer and <p>Files for two In-charges were not availed to confirm whether they were appraised.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>No evidence of any corrective actions taken by DHO was availed</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>Quarter 1- 18th August 2020 report on COVID-19 SOPS, awareness and prevention.</p> <p>Quarter 2- 28th October 2020 report on management of Malaria.</p> <p>Quarter 3- 15th January 2021 Report on COVID-19 surveillance and vaccination.</p> <p>Quarter 4- 6th June 2021. Report on training on Sanitation and hygiene.</p> <p>All of the three Health facilities visited had books allocated for trainings and continuous professional developments.</p> <p>All the trainings/CPDs were recorded in the books</p>	1

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>Quarter 1- 18th August 2020 report on COVID-19 SOPS, awareness and prevention.</p> <p>Quarter 2- 28th October 2020 report on management of Malaria.</p> <p>Quarter 3- 15th January 2021 Report on COVID-19 surveillance and vaccination.</p> <p>Quarter 4- 6th June 2021 . Report on training on Sanitation and hygiene.</p> <p>All of the three Health facilities visited had books allocated for trainings and continuous professional developments.</p> <p>All the trainings/CPDs were recorded in the books</p>	1
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Management, Monitoring and Supervision of Services.

9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>The CAO submitted a validation and consolidation of health facilities (GoU and PNFP receiving PHC NWR grants) to the MOH on the 20th September 2021 by email. The list of health facilities submitted by the CAO rhymes with the list of health facilities receiving PHC NWR grants.</p>	2
9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>There was no evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines</p>	0

9

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

Maximum 9 points on this performance measure

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

There was evidence the LG made timely warranting/verification for the previous FY releases of PHC NWR grant to facilities.

Q1 fund release was done on the 09/07/2020, and warranted on the 10/08/2020;

Q2 fund release was done on the 06/10/2020, and warranted on the 10/11/2020;

Q3 fund release was done on the 08/01/2021, and warranted on the 10/02/2021; and

Q4 fund release was done on the 31/03/2021, and warranted on the 10/04/2021;

0

9

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

Maximum 9 points on this performance measure

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

There was no evidence to establish whether, for each quarter, the CAO invoiced and communicated releases to health facilities within 5 working days from the release date.

0

9

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

Maximum 9 points on this performance measure

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

There was no evidence that the LG did a timely publication all Health facilities receiving the non-wage grants.

The publication dates were;

Quarter 1-10th August 2020

Quarter 2-12th November 2020

Quarter 3-12th Feb 2021

Quarter 4-28th April 2021 and the sampled health facilities include; Nsinze Health center IV, Namutumba health center III, Magada health center III.

Release dates from MoFP were;

Quarter 1- 09th July 2020

Quarter 2- 6th October 2020

Quarter 3- 8th January 2021

Quarter 4- 31st March 2021, and receipt dates were;

Quarter 1- 4th August 2020

Quarter 2- 15th October 2020

Quarter 3- 20th January 2021

Quarter 4- 14th April 2021.

0

10

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

Maximum 7 points on this performance measure

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

The DHMT implemented quarterly performance review meetings during the previous FY.

Minutes for the quarterly meetings are written in a performance improvement plan (PIP) book, held on the following dates;

Report on RBF briefing meeting with health facility in charges on 25th August 2020;

Report on review of RBF guidelines on 15th March 2021.

Review of reports on performance highlighted by the national team, in areas of TB, Deliveries, ANC attendance, sanitation and timeliness of monthly and quarterly reports. on 2nd June 2021.

2

10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0	The quarterly performance review meetings were conducted and the attendance lists of each meeting. show evidence of participation of the implementing partners e.g DEO, DCDO, HR, DCCT, DHE, RHITES-EC, Food for the hungry, and health facility in charges.	1
10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0 If not applicable, provide the score	There was evidence that Nsinze health center IV was supervised and quarterly reports available; Quarter 1- 27th – 29th July 2020 Quarter 2- 18th – 20th Dec 2020 Quarter 3- 10th -12th Feb 2021 Quarter 4- 2nd July 2021 There is no district hospital in Namutumba district	1
10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0 • If not applicable, provide the score	Evidenced availed show that HSD carried out support supervision for the lower health centers in the previous FY. The support and monitoring visit reports were made on the following dates; Quarter 1- 17th September 2020 Quarter 2- 4th December 2020 Quarter 3- 16th March 2021 Quarter 4- 10th June 2021	1
10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0	There was no evidence that the results/reports from the discussions of support supervision and monitoring visits were followed up during the previous FY.	0

10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0	There was no evidence that all the health facilities were supported on secure safe storage and disposal of medicine and health supplies	0
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities Maximum 4 points on this performance measure	a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0	There was no evidence the LG allocated at least 30% of District Health Office budget to health promotion and prevention activities.	0
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities Maximum 4 points on this performance measure	b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0	There was evidence that the DHMT carried out health promotion, disease prevention and social mobilization on the following topics; <ul style="list-style-type: none"> • Sensitization on COVID-19 SOPs, malaria and vaccination. • Dissemination of IEC materials, FAQs on COVID-19, Malaria, TB and memos from MoH. • Mentorship on documentation, reporting and records, management of health promotion activities conducted 	1
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities Maximum 4 points on this performance measure	c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0	There was no evidence to show that follow up meetings were done in the subsequent months, no DHT minutes for quarterly review	0

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There was no evidence that LG has an updated Asset register.</p> <p>Some of the assets at the health facilities are non-functional.</p> <p>Two of the Health facilities visited had an inventory book while one of the health facilities had none.</p>	0
	<p>Maximum 4 points on this performance measure</p>			
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDP III); (ii) desk appraisal by the LG; and (iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG)):</p> <p>score 1 or else score 0</p>	<p>There was evidence indicating that the investment projects for health was derived from the development plan, prioritized in the AWP and desk appraised. "As stipulated in the guideline for budgeting for functioning of existing health facilities that require finance major repairs to health infrastructure and equipping and completion of existing public health facilities and capacity development".</p> <p>The projects as per the desk appraisal (Ref. page 4) are;</p> <ol style="list-style-type: none"> 1. Completion of fencing of Bulange HC III; 2. Fencing of Magada HC III; 3. Renovation of DHO's Office; 4. Construction of staff house at Kagulu HC III; 5. Construction of 2-stance lined pit latrine at Namuwondo HC III 6. Re-roofing of Kisumu HC III. 	1
	<p>Maximum 4 points on this performance measure</p>			
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>There was no evidence availed to the assessor to confirm that the LG conducted field appraisal. This is attributed to COVID 19 that restricted movements to the field.</p>	0
	<p>Maximum 4 points on this performance measure</p>			

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence availed to show that the LG carried environmental and social screening forms for;</p> <p>Installation of gate and askari room at Nsinze Health Centre IV, dated 8th July 2019,</p> <p>Renovation of laboratory at magada health centre III, dated 8th July 2019,</p> <p>Renovation of maternity ward at Nabisongi Health Centre III, dated 9th July 2019 and ,</p> <p>Renovation of female ward at Nsinze health centre IV, dated 10th July 2019;</p>	0
	<p>Maximum 4 points on this performance measure</p>		<p>However, there was no evidence provided to show that costed ESMPs and compliance reports for projects implemented in FY 2019/2020.</p>	
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was evidence of a timely submission of the Health Department procurement plan for FY2021/2022 from the District Health Office to PDU on 17th April 2020 before the deadline date of 30th April 2021</p>	1
	<p>Maximum 10 points on this performance measure</p>			
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There was evidence of a timely submission of the Health Department procurement plan for FY2021/2022 from the District Health Office to PDU on 17th April 2020 before the deadline date of 30th April 2021</p>	1
	<p>Maximum 10 points on this performance measure</p>			

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>N/A; No health Centre upgrade projects for FY2020/2021</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>N/A; No health Centre upgrade projects for FY2020/2021</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>N/A; No health Centre upgrade projects for FY2020/2021</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>N/A; No health Centre upgrade projects for FY2020/2021</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the site meetings were held monthly with one sampled meeting held on Thursday, 26th may 2021 among others. In this meeting, all stakeholders participated with a signed attendance list and a detailed meeting agenda as follows; Prayer, Site inspection, Self-introduction, Communication form the chair CAO, Report from site supervisor District Engineer, Reports from project contractor, Discussion from the site inspection and closure</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>N/A; No health Centre upgrade projects for FY2020/2021</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>There was evidence from the sampled contracts below to indicate payment requests were certified on time as follows;</p> <p>1. Fencing of Kagulu HCIII under (Proc. Ref. NAMU/WRKS/2020-21/0002) at a cost of UGX 49,111,600, signed on 16/10/2020, and completion certificate was on the 06/05/2021. Payment request done on the 28/04/2021, District Health Officer (Dr Kirya James) recommended the payment on the 06/05/2021, Payment was done on the 14/06/2021 (voucher no. 36819845).</p>	1
	<p>Maximum 10 points on this performance measure</p>		<p>District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) all certified works on the 06/05/2021; and</p> <p>2. Renovation of theatre at Nsinze HC IV under (Proc. Ref. NAMU/WRKS/2020-21/0004) at a cost of UGX 19,303,000, signed on 22/03/2021, and completion certificate was on the 14/06/2021. Payment request was done on the 14/06/2021, District Health Officer (Dr Kirya James) recommended the payment on the 14/06/2021, Payment was done on the 25/06/2021 (voucher no. 37544721).</p>	
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>N/A; No health Centre upgrade projects for FY2020/2021</p>	1
	<p>Maximum 10 points on this performance measure</p>			

Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework Maximum 2 points on this performance measure	a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0	There was no evidence provided to show that grievances had been recorded, investigated, responded to and recorded in line with the grievance redress framework in health projects	0
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery Maximum 5 points on this performance measure	a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0	There was no evidence availed to show that the LG disseminated guidelines on health care / medical waste management to health facilities.	0
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery Maximum 5 points on this performance measure	b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0	Among the sampled facilities, Nsinze Health Centre IV, Nabisongi Health Centre III, Magadi Health Centre III and Namutumba Health Centre III budgets FY 2020/2021, had a dedicated/operational budget for health care waste management budgeted for kerosene to burn infectious medical waste. The LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste as evidenced by the placenta pit at all health centres with delivery services, Rubbish pits and Bin liners. It was reported that the LG does not have a service provider operating in the district for collecting medical waste.	2
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery Maximum 5 points on this performance measure	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	There was no evidence provided to show that the LG conducted training (s) and created awareness in healthcare waste management.	0

16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	There was no evidence availed to show that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects.	0
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0	There was no evidence provided to show that all health sector projects were implemented on land where the LG has proof of ownership, access and availability without any encumbrances.	0
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.	There was no evidence provided to show that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs.	0
	Maximum 8 points on this performance measure			

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

Maximum 8 points on this performance measure

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

There was evidence provided to show that Environment and Social Certification forms were completed and signed by the Environment Officer and CDO represented by the senior labor officer, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects. For example; Fencing of Kagulu Health Centre III dated 6th May 2021 and Renovation of theatre at Nsinze, dated 14th June 2021.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional. If the district rural water source functionality as per the sector MIS is: o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	The evidence obtained from the Ministry of Water & Environment MIS shows that water sources functionality in Namutumba DLG for 2020/21 is at 88%.	1
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is: o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	The evidence obtained from the Ministry of Water & Environment MIS shows that functional WSCs in Namutumba DLG for 2020/21 is at 99%.	2
2	Service Delivery Performance: Average score in the water and environment LLGs performance assessment <i>Maximum 8 points on this performance measure</i>	a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is a. Above 80% score 2 b. 60 -80%: 1 c. Below 60: 0 (Only applicable when LLG assessment starts)	Not applicable at the LG since the assessment tool has not yet been provided to the LG to assess LLGs at the time of the assessment on the 22/11/2021.	0

2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <ul style="list-style-type: none"> o If 100 % of water projects are implemented in the targeted S/Cs: Score 2 o If 80-99%: Score 1 o If below 80 %: Score 0 	<p>There was evidence obtained from the 4th quarter report which is the annual performance report which shows that the sub counties below the district average of 61% were Bulange (50%), Ivukula (32%) and Mazuba (46%). The total monetary investment 2020/21 in these sub counties was Ugx 198 million against the overall budget amount of Ugx 572million (i.e. 87%).</p>	1
2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. If variations in the contract price of sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates</p> <ul style="list-style-type: none"> o If within +/-20% score 2 o If not score 0 	<p>There was evidence that the variations of the three sampled water supply and public sanitation infrastructural projects for the FY 2020/2021 were within the +/-20% of the LG engineers estimates as follows;</p> <p>Project: Siting, Drilling, Casting and Installation of Thirteen Deep wells-LOT 1, NAMU574/WRKS/20-21/00021</p> <p>Contractor: KLR Uganda Limited</p> <p>Contract amount = Ugx. 270,408,800</p> <p>Engineers Estimate = Ugx. 273,000,000</p> <p>Variation = +0.949%; and</p> <p>Project: Construction of a four stance lined latrine at Nangonde Rural Growth Centre, NAMU574/WRKS/20-21/00022</p> <p>Contractor: Kayla (U) Limited</p> <p>Contract amount = Ugx. 17,426,004</p> <p>Engineers Estimate = Ugx. 18,005,000</p> <p>Variation = +3.216%; and</p> <p>Project: Supply of assorted borehole spare parts, NAMU574/SUPLS/2020-21/00010</p> <p>Contractor: Reliefline Uganda Limited</p> <p>Contract amount = Ugx. 38,383,882</p> <p>Engineers Estimate = Ugx. 38,400,000</p> <p>Variation = +0.042% among others</p>	2

2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <ul style="list-style-type: none"> o If 100% projects completed: score 2 o If 80-99% projects completed: score 1 o If projects completed are below 80%: 0 	<p>There was evidence in the 4th quarter report showing that 100% of the WSS infrastructure projects planned for 2020/21 were completed. The evidence from the AWP and budget 2020/21 shows that Namutumba LDG planned to construct 26 new boreholes, rehabilitate 20 old boreholes and construct 1 public latrine in Nangonde rural growth center. The evidence in the 4th quarter report shows that 27 boreholes were constructed, 21 old boreholes were rehabilitated and the public latrine in Nangonde was built. It was explained that the extra borehole drilled was a result of savings on the new boreholes contracts where the contract price was below the engineer's estimates resulting into savings that were re-channeled to drill an additional borehole. The additional rehabilitated borehole was from the re-use of the recovered parts from the rehabilitation of the 20 old wells.</p>	2
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <ul style="list-style-type: none"> o If there is an increase: score 2 o If no increase: score 0. 	<p>The evidence from the Ministry of Water & Environment MIS shows that rural water sources functionality in Namutumba DLG for the year 2019/20 was at 88% which is the same as in the assessment year 2020/21 and as a result, there was no increase.</p>	0
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <ul style="list-style-type: none"> o If increase is more than 1% score 2 o If increase is between 0-1%, score 1 o If there is no increase : score 0. 	<p>The evidence from the Ministry of Water & Environment MIS shows that the functional WSCs in Namutumba DLG for the year 2019/20 was not reported. It is prudent to assume that as in the case of case of functionality, the functional WSCs was the same at 99% in FY 2019/2020 as it was in 2020/21 and as a result, there was no change.</p>	0

Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>The evidence from the 4th quarter report shows that 27 boreholes were constructed and the visit made by the assessor to three sources in different sub counties in the field, i.e. Buyange in Magada sub county (No. DWD 78516 dated 13/06/2021), Namato West in Namutumba sub county (No. DWD 70700 dated 12/03/2021) and Bumoga in Nsinze sub county (No. DWD 70699 dated 11/03/2021) shows that the water sources were completed and functional.</p>	3
	<p><i>Maximum 3 points on this performance measure</i></p>			
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p>	<p>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p>	<p>There was no evidence from the four quarterly reports to show that the DWO collects and compiles quarterly information on sub county water supply and sanitation, functionality of facilities and WSCs and community involvement. The quarterly reports were submitted on 7/10/2020, 28/1/2021, 08/04/2021 and 23/7/2021 for the 1st, 2nd, 3rd and 4th quarter respectively. The only monitoring data that was presented was the submission of Form 1 and Form 4 to the Ministry of Water and Environment on all the 597 water sources in the DLG in the fourth quarter in a report dated 04/08/2021.</p>	0
	<p><i>Maximum 7 points on this performance measure</i></p>			
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p>	<p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p>	<p>There was evidence of a database which was updated on the 30th/06/2021 with the new sources constructed in 2020/21. Some of the entries in the database were: borehole no. DWD 70707 in Kiwolomero B village, Kisiiro parish, Bugobi sub county; borehole no. DWD 70702 in Kitama village, Kizuba parish, Kizuba sub county and borehole no. DWD 78333 in Bulembo village, Ivukula parish, Ivukula sub county.</p>	3
	<p><i>Maximum 7 points on this performance measure</i></p>			

5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<p>This indicator is not to be evaluated because the assessment of the LLGs performance has not started.</p>	0
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Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2</p>	<p>As per Vote:574 Namatumba District LG approved budget estimates FY2020/2021 , wage, generated on 28th /June /2021, DWO has budgeted for Ugx40,000,000/= to cater for all staff in the department.</p> <p>No breakdown was availed to indicate budget for individual staff because the wage was a consolidated lumpsum amount of money budgeted for all staff at department level.</p>	2
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>As per Vote:574 Namatumba District LG approved budget estimates FY2020/2021 , wage; generated on 28th /June /2021, the Environment and Natural Resources Officer has budgeted for total sum amounting to Ugx92,000,000/= for staff wages in the department.</p> <p>No breakdown was availed to indicate budget for individual staff because the wage was a consolidated lumpsum amount of money budgeted for all staff at department level.</p>	2

7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>There was evidence provided in staff appraisal reports to show that the DWO has appraised all the District Water Office staff on 7th July 2021 against the agreed performance plans during the previous FY2020/2021.</p> <p>List of Water staff appraised included;</p> <ul style="list-style-type: none"> - Wakirwaine Christopher and Kiwanuka Shafiq Office attendants - Kumbuga Yahaya, Operator; - Beteganya Muzamiru, Driver - Tiwuwe Harriet and Namusubo Jane, Office typists; - Mukama Samuel, Borehole Maintenance. - Kasadha Jovin, road inspector; - Nkoobe Ndikodemu, Assistant Engineering officer; - Kagwa Abey, Water Engineer and Kumbuga Frank T.Sabakaki, Senior Assistant Engineering Officer were appraised on 5th July 2021. 	3
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3</p>	<p>There was no evidence presented to the assessor regarding any capacity needs assessment carried out by the DWO. There was no training of any sector staff during the assessment year and no plan for training in the current FY.</p>	0

Management, Monitoring and Supervision of Services.

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

Maximum 6 points on this performance measure

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

There was evidence from the AWP and budget 2021/22 which shows that the water projects allocations to the low coverage sub counties of Bulange, Ivukula and Mazuba is Ugx 240 million against a total investment budget of 433 million (i.e. 48%) which is below the threshold of 60%.

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

Maximum 6 points on this performance measure

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

There was evidence obtained from the DWO notice board showing the respective allocations for water projects to all the sub counties for the current FY as approved by the DLG on 7th/May/2021 but the notice itself was undated. There was also evidence of the DWO communication to the LLGs about their water project allocations in the minutes of the district social mobilizers meeting held on 13/09/2021; (minute no. soc/13/09/06).

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p> <ul style="list-style-type: none"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 	<p>There was no evidence presented in the quarterly software reports showing that the DWO monitors all the water facilities quarterly. The DWO submitted Form 1 and Form 4 to Ministry of Water and Environment for all the 597 sources in the 4th quarter on 4/8/2021 which yields an average quarterly monitoring percentage of 25% and this is below the threshold of 80%.</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>There was evidence that the DWO conducted only 3 DWSCC meetings in the FY 2020/21 held on 24/09/2020, 15/12/2020 and 29/04/2021. There was no evidence of any monitoring related issues on the agendas of these meetings.</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>There was evidence presented in form of an undated notice on the DWO notice board that was approved by Namutumba DLG Council on 07/05/2021 showing the allocations of the WSS projects to the LLGs of the DLG. Examples of the allocations in the notice are: Makwi village in Iwungiro parish Nangonde sub county, Nabiswa village in Bugiri parish Kagulu sub county and Nawanzalya village in Nabinyonyi parish Kiwanyi sub county.</p>	2

10	Mobilization for WSS is conducted <i>Maximum 6 points on this performance measure</i>	a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:	There was evidence from the AWP showing that mobilization activities in Namutumba DLG were allocated Ugx 27 million in FY 2020/21 against a total NWR rural water and sanitation budget of Ugx 75 million (i.e. 36%) which is below the 40% recommended by the sector guidelines.	0
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- If funds were allocated score 3
- If not score 0

10	Mobilization for WSS is conducted <i>Maximum 6 points on this performance measure</i>	b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.	There was evidence provided on the training of WSCs of the new water projects as per the report dated 18/06/2021. The DLG did not have formal quarterly software reports for FY 2020/21.	3
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Investment Management

11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG: Score 4 or else 0	There was evidence presented of a computer based asset register (database) which is a well detailed and updated excel format. Some of the assets in the register were: borehole no. DWD 78515 in Nabikabala village, Nabikabala parish, Magada sub county and no. DWD 70709 in Budwapa B village Nawangisa parish in Kibaale sub county. It was recommended to the DWO to open a hard file copy of the register as well with limited fields for ease of accessibility.	4
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11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p>	<p>There was evidence that the LG DWO has conducted a desk appraisal. Evidence from the desk appraisal report on the 12/11/2020, (Ref. page 4 of 6, prepared by Naabye Henry, the district planner), all the 6 water sector projects were appraised. The projects were;</p> <ol style="list-style-type: none"> 1. Construction of 14 boreholes- UGX 315,000,000; 2. Completion of plumbing works and renovation of the floor of the district water office block- UGX 74,143,000. 	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<p>The evidence from the applications file at the office of the DWO shows that only 3 applications were available out of the 14 water projects planned to be constructed this FY.</p>	0
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>There was no evidence availed to the assessor to confirm that the LG conducted field appraisal. This is attributed to COVID 19 that restricted movements to the field.</p>	0

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>There was evidence provided to shows that all water infrastructure projects for the previous FY (Drilling of bore holes) were screened for environmental and social risks/ impacts and costed ESMPs prepared before being approved for construction. This was evidenced by availed screening forms and costed ESMPs, dated and signed /stamped by Environment Officer and CDO. For example, the costed ESMPs for drilling and construction of boreholes at;</p> <p style="padding-left: 40px;">Makoma C, Bulaafa village, Bugobi parish, GPS Coordinates: N0080802, E0588222 dated 4th August 2020.</p> <p style="padding-left: 40px;">Kabira village, Iwungiro parish, Nangole sub county, GPS Coordinates: N: 0574945, E: 0111116, dated 13th August 2020.</p> <p style="padding-left: 40px;">Nabitata village, Bulange parish, Bulange sub county N: 00821125, E: 057940, dated 3rd August 2020.</p> <p style="padding-left: 40px;">Kiwolomero B village, Kisiiro parish, Bugobi sub county, N: 0076661, E: 0589961, dated 3rd August 2020. All Signed/stamped by Environment Officer and safeguards officer for DCDO. All dated 13th August 2020.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There was evidence of a timely submission of the Water and Sanitation Infrastructural Sector procurement plan for FY2021/2022 from the District Water Office to PDU on 16th March 2021 before the deadline date of 30th April 2021 .</p>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	<p>There was evidence that the water supply and public sanitation infrastructure projects for the YR2020/2021 were approved by the contracts committee before commencement of construction on 15th September 2020 under minute number NDCC/108/2020/4/1. The following water projects were approved as per the details herein;</p> <p>Siting, motorized drilling, casting and installation of 13 hand pump deep wells, LOT 1; NAMU574/WRKS/2020-21/00020; CC Minute, Min. 12/NDCC/30/09/2020-21-vii, dated 30th September 2020; and</p> <p>Siting, motorized drilling, casting and installation of 13 hand pump deep wells, LOT 2; NAMU574/WRKS/2020-21/00021; CC Minute, Min. 12/NDCC/30/09/2020-21-viii, dated 30th September 2020; and</p> <p>Supply of assorted borehole spare parts, NAMU574/SUPLS/2020-21/00016; CC Minute, Min. 12/NDCC/30/09/2020-21-ix dated 30th September 2020; and</p> <p>Construction of a 4 stance Lined VIP Latrine at Nangonde Rural Growth Centre, NAMU574/WRKS/2020-21/00022; CC Minute 24/NDCC/4/02/2020-21-viii dated 4th February 2021</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There was evidence that the LG established the project implementation team on 6th July 2021. The memo entitled Appointment of project implementation team for water projects for FY2020/2021;</p> <p>The memo nominated project implementation team headed by the Chairperson, The Chief Administration Officer, Mr. Kizito Mukasa Fred, The Sector Patron, The Principal Assistant Secretary, Mr. Kauma Rose Kagere and other members of the team included; Ms. Babita Harriet, Ag. District Engineer, Mr. Babalanda Hadadi Khalif, Ag. District Community Development Officer, Mr. Ikaaba Dauda, District Natural Resources Officer, Mr. Naabye Henry, District Planner, Mr. Kisanafu Yusuf, Senior Procurement Officer and Mr. Kagwa Abey, District Water Officer, Secretary</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>There was evidence presented of the standard technical drawings for the water and sanitation systems. The drilling reports showed that the design of the boreholes drilled was modified with the casing sealed in the rock but held in position by shear forces instead of resting on rock. The public latrine design was a modified version of school sanitation design from the Ministry of Education. The contractors, nevertheless complied with the designs as provided from the DWO.</p>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was no evidence availed to show that the district engineer, DWO, Environment officer and CDO participated in supervising the WSS projects, but rather most of the water projects had progress technical reports by the water officer, other officers' reports were not seen.</p>	0
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p> <p>o If 100 % contracts paid on time: Score 2</p> <p>o If not score 0</p>	<p>From the sampled contracts below, there is evidence that the District Water Officer (Kagwa Abey) verified works and initiated payments within time frames in the contracts. Sampled contracts include;</p> <ol style="list-style-type: none"> 1. Drilling, Installation and casting of 13 deep hand pumped wells under (Proc. No. NAMA-594/WRKS/2019-2020/00020), contractor – East Africa Boreholes LTD. Contract price UGX 279,477,180. District Water Officer (Kagwa Abey) verified and certified works on the 28/04/2021, Payment certificate on the 27/04/2021, Payment request done on 24/03/2021. Payment done on 14/06/2021 (Voucher number 36819823) and the receipt was on 14/06/2021; and 2. Sitting, Motorized Drilling, Installation and casting of 13 deep hand pumped wells under (Proc. No. NAMA-594/WRKS/2019-2020/00021), contractor – KLR – Uganda LTD. Contract price UGX 270,408,800. District Water Officer (Kagwa Abey) verified and certified works on the 28/01/2021, Payment certificate on the 18/01/2021, Payment request done on 18/01/2021. Payment done on 09/02/2021 (Voucher number 34333189) and the receipt was on 15/02/2021. 	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:</p>	<p>There was evidence that the contract for water infrastructure investments had all relevant records as per the PPDA law as detailed in the sample project below;</p> <p>The Contractor, KLR Uganda Limited, NAMU574/WRKS/2020-21/00021 was awarded the contract to conduct Siting, motorized drilling, casting and installation of 13 hand pump deep wells, LOT2, the P/P form 1 was generated on 29th June 2020, the Approval of bid notice date was on 30th June 2020, Approval of procurement method was on 30th June 2020, the project was advertised on 10th July 2020 on page 13 of daily monitor, the record of issue of bid document was on 3rd August 2020, the record of receipt of bids(LG PP Form 9) was on 4th August 2020, the record of bid opening was on 4th August 2020, the approval of the evaluation committee members was on 11th August 2020 under minute 07/NDCC/11/08/2020-21, the appointment of evaluation committee members was on 12th August 2020, the evaluation report was submitted on 29th September 2020, the approval of evaluation report by contracts committee was on 30th August 2020 under minute 12/NDCC/30/09/2020-21-viii, the display of the best evaluated bidder for 10 working days was from 1st October 2020 to 15th October 2020, the letter of award of contract was on 16th October 2020, the submission of contract documents for clearing from solicitor general was on 21st October 2020, the acceptance of the award was on 22nd October 2020, receiving clearance from solicitor general was on 28th October 2020, the contract agreement was drafted and signed on 29th October 2020</p>	2
		Score 2, If not score 0		

Environment and Social Requirements

13	<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p>	<p>There was no evidence provided to show that the DWO In Liaison with the District Grievances Redress Committee had been recorded grievances as per LG Grievance redress frame work.</p>	0
		Score 3, If not score 0		
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p>	<p>There was evidence availed to show that the DWO and the Environment Officer had disseminated guidelines on water source & catchment protection and natural resource management to CDOs. This was evidenced by the availed report on dissemination of framework and guidelines for water source and catchment protection volume 3; guidelines for protecting water sources for point water supply systems, dated 21st October 2020, signed and stamped by water officer and Environment officer.</p>	3
		Score 3, If not score 0		

15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	There was no evidence provided to show that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented.	0
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 3, If not score 0	The evidence available on the land issues file shows that the 27 boreholes constructed in FY 2020/21 have land agreements deposited with the DWO. Some of the agreements on file were: Nabinabala village in Magada sub county dated 13/06/2021 with borehole No. DWD 78515; Budwapa B in Kibaale sub county dated 12/11/2020 with borehole No. DWD 70709 and Busene in Nsinze sub county dated 14/11/2020 with borehole No. 70704. The importance of land agreements was emphasized to the DWO to ensure the originals are securely kept in the DLG strong room while only copies are left on file for reference.	3
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects: Score 2, If not score 0	There was evidence per the reviewed vouchers, the Environmental Officer and CDO completed and signed E&S Certification forms. Below are the sampled contracts; 1. Drilling, Installation and casting of 13 deep hand pumped wells under (Proc. No. NAMA-594/WRKS/2019-2020/00020), contractor – East Africa Boreholes LTD. Contract price UGX 279,477,180. District Water Officer (Kagwa Abey) verified and certified works on the 28/04/2021, Payment certificate on the 27/04/2021, Payment request done on 24/03/2021. Payment done on 14/06/2021 (Voucher number 36819823) and the receipt was on District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) signed the environment certification form on the 27/04/2021; and 2. Sitting, Motorized Drilling, Installation and casting of 13 deep hand pumped wells under (Proc. No. NAMA-594/WRKS/2019-2020/00021), contractor – KLR – Uganda LTD. Contract price UGX 270,408,800. District Water Officer (Kagwa Abey) verified and certified works on the 28/01/2021, Payment certificate on the 18/01/2021, Payment request done on 18/01/2021. Payment done on 09/02/2021 (Voucher number 34333189) and the receipt was on District environment Officer (Ikaaba Dauda) and District Community Development Officer (Yusuf Kumbuga) signed the environment certification form on the 27/01/2021.	2

15

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There was evidence provided that shows that the CDO and environment Officer undertook monitoring to ascertain compliance with ESMPs. This was evidenced by the availed reports, signed and stamped by Environment officer and DCDO;

- Report on field monitoring visits to conduct mandatory environmental and social screening (project appraisal and approval), dated 2nd September 2021
- Progress report for renovation of water office block, FY 2020-21, dated 14th June 2021
- Monitoring of drilling, siting and installation of 14 deep wells, November-december, 2020
- Report for environmental impact assessment on sites for new boreholes construction (Quarter 1, FY 2020-21).
- On spot check on two water sources, that is Makoma C and Nabinyonyi, and verification of watsan, dated 10th June 2021.

**Micro-scale
irrigation
performance
measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0</p>	<p>Not yet operational at the LG since micro scale irrigation is still under pilot study in other selected LGs.</p>	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0	As per Staff list letter dated 2nd /February /2021 and the Minute of Meeting of Namutumba District Service Commission min. no. DSC/NTB/12 held on 22nd /December /2020 at the District Service Commission Board Room, one staff was recruited – Mr. Kayuza Donald – Agricultural officer posted in Mazuba Sub County making total of 19 extension workers out of the 19 expected. LG has therefore, recruited 100% LLG extension workers as per staffing structure.	2
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF • If 100% score 2 or else score 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0

4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>b) Evidence that the installed micro-scale irrigation systems during last FY are functional</p> <ul style="list-style-type: none"> • If 100% are functional score 2 or else score 0 	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
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Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>There was evidence provided in the staff list as of 24th /November/2021 and staff attendance list from the 3 sampled LLGs; Namatumba, Nsinze and Nabweyo Sub counties showed that information on the positions of extension workers filled is accurate.</p> <p>Information on staff names, titles, date of appointment and deployment, salary grades and positions filled or vacant were clearly stated.</p>	2
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5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
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6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	There was evidence that extension workers were budgeted for. This was evidenced in the annual work plan (FY 2021/22) of production and marketing department prepared by the District Production Officer. The extension workers were budgeted for to carryout monitoring, supervision, training farmers, as well as their salaries.	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii Deployed extension workers as per guidelines score 1 or else 0	Evidence availed was a staff register dated 24th/November/2021, which indicated that 19 extension workers were deployed in the district administrative units as per guidelines. For Example, Kisubi Fred, Agricultural Officer was deployed to Namutumba Sub County; Isiko Jafari, Agricultural Officer was deployed to Nabweyo Sub County; Waibi Sarah, Animal Husbandry Officer, was deployed to Nsinze sub county.	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	There was evidence that the extension workers are working in Namatumba, Nsinze and Nabweyo Sub counties where they are deployed. For Example in the updated staff list of 24th /November/2021 and staff Deployment letters for Extension workers; - Kisubi Fred, Agricultural Officer was deployed to work in Namutumba Sub County on 30th /September/2021; - Isiko Jafari, Agric Officer was transferred from Magada to Nabweyo Sub County on 3rd /November /2021 and - Waibi Sarah, Animal Husbandry Officer, was relocated from Nangonde to Nsinze on 27th /June /2018.	2

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

Maximum score 6

c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0

From the 3 sampled LLGs i.e, Namatumba, Nsinze and Nabweyo Sub counties no evidence was found on their notice boards visited to show that extension workers deployment has been publicized and disseminated to LLGs

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

Maximum score 4

a) Evidence that the District Production Coordinator has:

i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0

There was evidence found in the Summary report of staff appraisal for the FY2020/2021 submitted to the PHRO on 7th September 2021 that the District Production Coordinator has Conducted annual performance appraisal for some Extension Workers against the agreed performance plans.

Example of Staff appraised who were appraised on 16th /September /2021

- Kiirya Aggrey, Animal Husbandry Officer;
- Lubuzanya Zaidi, Assistant Veterinary Officer;
- Mugomba Ivan, Agricultural Officer
- Lubiite Michael Wagubi, Assistant Veterinary Officer
- Nyombi Abdul, Agricultural Officer
- Musingi James, Agriculture Officer
- Nakiyaga Jesca, Agriculture Officer
- Waibi Sarah, Agriculture Officer;
- Umaru Kitakule Yusuf, Agriculture Officer
- Isuko Eliphas Mailloux, Agriculture Officer
- Kayuza Donald, Agriculture Officer and
- Issiko Jafali, Agricultiural officer was appraised 28th September 2021 .

Example of Staff who were not appraised included;

- Kisubi Fred, Agricultural Officer and
- Manyasi Fahadi, Agricultural Officer.

8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>Evidence was availed to show that the District Production Coordinator took corrective actions.</p> <p>For example,</p> <ul style="list-style-type: none"> - A caution letter was issued to Jafali Issiko on 8th January 2020 for Persistently failing to participate on department meetings. - A letter was issued to Kisakye David on 4th /February /2021 for failure to initiate the approved procurement related to the agricultural sector and unaccounted funds for ACDP under production department in August, 2020; - A letter was issued to Kibwika Samuel on 10th /February /2021 for late coming for scheduled meetings; <p>:</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>b) Evidence that:</p> <p>i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>ii Evidence that training activities were documented in the training database: Score 1 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0

Management, Monitoring and Supervision of Services.

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0</p>	<p>Not applicable at the LG since the assessment tool has not yet been provided to the LG to assess LLGs at the time of the assessment on the 22/11/2021.</p>	0
Maximum score 10				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>Not applicable at the LG since the assessment tool has not yet been provided to the LG to assess LLGs at the time of the assessment on the 22/11/2021.</p>	0
Maximum score 10				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>There was no evidence to indicate that the co-funding is reflected in the LG Budget and allocated as per guidelines</p>	0
Maximum score 10				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>There was no evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant.</p>	0
Maximum score 10				

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
<p>Maximum score 10</p>				
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
<p>Maximum score 8</p>		<ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 		
<p>Less than 70% score 0</p>				
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
<p>Maximum score 8</p>				
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
<p>Maximum score 8</p>				

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
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Maximum score 8

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
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Maximum score 4

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
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Maximum score 4

Investment Management

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
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Maximum score 8

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
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Maximum score 8

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>No evidence was found on the notice boards of the sampled LLGs to confirm that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that have been approved.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	f)Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
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Maximum score 18

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Not yet operational at the LG since micro scale irrigation is still under pilot study in other selected LGs.	0
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Maximum score 18

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
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Maximum score 18

Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
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Maximum score 6

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <ul style="list-style-type: none"> i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0 	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <ul style="list-style-type: none"> ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0 	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <ul style="list-style-type: none"> iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0 	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <ul style="list-style-type: none"> iv. Reported on in line with LG grievance redress framework score 1 or else 0 	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0

Environment and Social Requirements

15	Safeguards in the delivery of investments Maximum score 6	a) Evidence that LGs have disseminated Micro-irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc. score 2 or else 0	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment. i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.	0

Micro-scale irrigation minimum conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation <i>Maximum score is 70</i>	If the LG has recruited; a. the Senior Agriculture Engineer <i>score 70 or else 0.</i>	Evidence availed by the HR department indicated that the position of a Senior Agriculture Engineer is still vacant.	0
Environment and Social Requirements				
2	New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed. <i>Maximum score is 30</i>	If the LG: Carried out Environmental, Social and Climate Change screening score 30 or else 0.	Namutumba LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	Kagwa Abey, was recruited Civil Engineer (Water) on 29th /October /2008 under Ref. No.CR/Per/156 in a Min. No. KLR/DSC/450/2008. This evidence was provided in staff letter of appointment.	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Aliba Lydia, was appointed on 15th /November /2016 under letter Ref. No. CR/Per/161 to act as Assistant Water Officer for mobilization. This evidence was availed in an assignment letter written by the CAO.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The HR department availed staff letter of appointment to confirm that Mukama Samuel was recruited Borehole Maintenance Technician on 11th /April /2012 under Ref. No. CR/Per/159 in Min. No. KLR/DSC/028/2012 (i) 61.	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The position of Natural Resources Officer is not there in the customized structure of the LG and therefore, it is not applicable.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	Evidence of updated staffing list availed from the HR department indicated that the position of Environment Officer is still vacant.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	In reference to an instruction issued through the District Service Commission Min No. NTB/DSC/181/17/05/2019 (c) 1, Bamusubire William was recruited Forestry Officer on 21st /May /2019 under Ref. No. CR/Per/159.	10

Environment and Social Requirements

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

If the LG:

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

There was evidence that the LG carried out Environmental, Social and Climate Change screening for all borehole drilling projects. This was evidenced by the availed Environment and Social screening form for all the 24 boreholes such as siting, drilling, casting and installation of boreholes at;

Makoma C, Bulaafa village, Bugobi parish, GPS Coordinates: N0080802, E0588222 dated 4th August 2020.

Kabira village, Iwungiro parish, Nangole sub county, GPS Coordinates: N: 0574945, E: 0111116, dated 13th August 2020.

Nabitala village, Bulange parish, Bulange sub county N: 00821125, E: 057940, dated 3rd August 2020.

Kiwolomero B village, Kisiiro parish, Bugobi sub county, N: 0076661, E: 0589961, dated 3rd August 2020. All Signed/stamped by Environment Officer and safeguards officer for DCDO.

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

b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.

From the projects availed, there was no need for Environment and Social Impact Assessments (ESIAs) since the projects fall under category C of small projects and their impact to the environment was minimal.

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

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

The LG availed drilling permits:

Number DP11662/DW2020 for KLR UGANDA LTD, issued on 22/June/2020; for the period 1st July 2020 – 30th June 2021;

Number: DP71209/DW2020 for EAST AFRICA BOREHOLES LTD, Issued on 22nd June 2020 for the period of 1st July to 30th June, 2020.

There was no need for the abstraction permit since no piped water system was implemented during the time of the assessment.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.</p>	<p>Under the instruction of the District Service Commission through a meeting Minute No. KLR/DSC/038/2012, Mr. Kiirya James was recruited District Health Officer on 11th /May /2012, under Ref. No. CR/Per/160.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>The evidence availed in staff letter of appointment by the HR team confirmed that Ssegonga Margeret, was recruited Assistant District Health Officer Maternal, Child Health and Nursing on 21st /May /2019, Ref. No. CR/156 Min. No. NTB/DSC/181/17/05/2019 (b) (2).</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>c. Assistant District Health Officer Environmental Health, score 10 or else 0.</p>	<p>Nakalema Susan was recruited on 31st /May /2019 under Ref. No. CR/156 in a District Service Commission meeting Min. No. NTB/DSC/181/17/05/2019 (b) (1). The HR department availed staff letter of appointment to confirm this.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.</p>	<p>It was confirmed in evidence of an appointment letter dated 19th /December /2019 under Ref. No. CR/156/2 that Kyakulaaga Francis Cranmer was recruited Principal Health Inspector (Senior Environment Officer) through an instruction issued in a District Service Commission meeting Min. No. NTB/DSC/222/13/12/2019 (2).</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>Mr. Balisanyuka Ronald was recruited on 12th /June /2019 in an instruction issued by District Service Commission through Min. No. NTB/DSC/181/17/05/2019 (b) (3) Ref. No. CR/156.</p>	10

1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	f. Biostatistician, score 10 or 0.	Isabirye Julius was recruited Biostatistician in a letter under Ref. No. CR/Per/156/2 through a District Service Commission meeting Min. No. NTB/DSC/229/12/06/2015. The evidence was availed in an appointment letter of staff dated 3rd /July /2015.	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	g. District Cold Chain Technician, score 10 or else 0.	Mr. Malunda Gerald recruitment as the District Cold Chain Technician was confirmed in evidence of letter of appointment dated 2nd /December /2010 through an instruction in a District Service Commission meeting Min. No. KLR/DSC/1062 (ii) 2010/1 under letter Ref. CR/Per/156.	10
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	i. Principal Health Inspector, score 20 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	j. Health Educator, score 20 or else 0		

Environment and Social Requirements

2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that prior to commencement of all civil works for all Health sector projects, the LG carried out Environmental, Social and Climate Change screening as evidenced by the availed Environment and Social screening forms, dated, signed/stamped by District Environment Officer and social safeguards officer designated by DCDO's office. For example, the availed screening forms for;</p> <ul style="list-style-type: none"> • Fencing of Kagulu Health Centre III screening form dated 16th July 2020. • Renovation of Bulange Health Centre III screening form dated 16th July 2020, and, • Renovation of female ward, Nzinze health centre IV dated 15th July 2020. 	15
2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>From the list of projects availed, there was no need for Environment and Social Impact Assessments (ESIAs) since the projects were small and their impact to the environment was minimal.</p>	15

Education minimum
conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	There was evidence availed in staff letter of appointment to show that Isiko Mohammed was recruited District Education Officer on 8th /January /2019 under letter Ref. No. CR/HR/160 In a District Service Commission meeting Min. No. NTB/DSC/139/18/12/2018 (a) (1).	30
<i>The Maximum Score of 70</i>				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	b) All District/Municipal Inspector of Schools, score 40 or else 0.	The District Service Commission under its Min. No. NTB/DSC/41/2012 (d) issued an instruction for the recruitment of Kalisengwa Fred as the District Inspector on 15th /January /2013 in an appointment letter under ref. No. CR/Per/156 as availed by the HR team.	40
<i>The Maximum Score of 70</i>				

Environment and Social Requirements

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

If the LG carried out:

a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.

There was evidence that prior to commencement of all civil works for all Education sector projects the LG carried out Environmental, Social and Climate Change screening. The evidence availed was the Environment and Social screening forms dated and signed/stamped by District Environment Officer and social safeguards officer designated by DCDO. For example the Environment and Social screening forms for;

- Construction of a 5-stance pit latrine at Bubutya Church of Uganda dated 10th July 2020
- Construction of a 5-stance pit latrine at Bugwe primary school, Ivukulu parish, Ivukulu Town Council dated 9th July 2020
- Construction of a 5-stance pit latrine at Bubafa Islamic primary school dated 9th July 2020
- Construction of a 5-stance pit latrine at Busona primary school, Namuwondo parish, dated 10th July 2020
- Construction of a 5-stance pit latrine at Nawaikona primary school, dated 9th July 2020
- Construction of a 2 classroom block at Kagulu primary school dated 8th August 2020.
- Construction of a 2 classroom block at Kaegereire primary school dated 7th July 2020.
- Construction of a 2 classroom block at Kisowosi primary school dated 6th July 2020.
- Construction of a 5-stance pit latrine at st.paul church of Uganda-Nsinze parish dated 7th July 2020.

The Maximum score is 30

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

If the LG carried out:

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

There was no need for Environment and Social Impact Assessments (ESIAs) since the projects fall under category C of small projects and their impacts to the environment were minimal.

The Maximum score is 30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	As per appointment letter availed by the HR department, there was evidence that Mr. Basalirwa George was recruited Chief Finance Officer under the instruction issued in a District Service Commission meeting Min. 10/DSC/2008 on 26th /February/ 2008, Ref No. CR/Per/156.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	There was evidence provided to show recruitment of Mr. Naabye Henry as the District planner on 19th/ December /2019, Ref. No. CR/156/2 Min. No. NTB/DSC/222/13/12/2019 (1).	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	Ms. Babita Harriet, under District Service Commission Min. No. NTB/DSC/140/18/12/2018 (a) (1). was assigned to act in the position of the District Engineer on 8th/ January /2019 under Ref. No. CR/GR/156. The HR Team provided letter of assignment as evidence for confirmation.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	On 29th/ October/ 2021 in a letter Ref. No CR/HR/156, there was evidence to show that Mr. Okaaba Dauda was recruited District Natural Resources Officer based on the directive of the DSC in its meeting Min. No. TB/DSC/301/22/10/2021 (b) (3).	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	Evidence availed by the HR department confirmed that Mr. Musita Apollo Augustus was recruited District Production Officer on 8th /January /2019, Ref. No. CR/HR/160 in an instruction issued by the DSC in its meeting Minute No. NTB/DSC/139/18/12/2018 (b) (2).	3

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	The District Service Commission through its directives in meeting Min. No. NTB/DSC/140/18/12/2018 instructed the LG to recruit Mr. Babalanda Khalif – Al – Hadad as the Acting District Community Development Officer. This was recruitment was confirmed in an appointment letter dated 8th /January /2019, Ref No. CR/HR/156	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	From the availed staff letter of appointment as mean of verification, it was confirmed that Mr. Waako Stephen was recruited District Commercial Officer on 29th /October /2021 under District Service Commission Minute No.NTB/DSC/301/22/10/2021 (a) letter Ref. CR/HR/156.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	Evidence provided in staff letter of appointment shows that Kisanafu Yusuf was recruited Senior Procurement Officer on 10th /April /2014 under Ref No. CR/Per/160, in a District Service Commission meeting Min. No. NTB/DSC/157/19/3/2014 (1) (i).	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	As per evidence provided by the HR team, Teefe Susan recruited Procurement Officer on 12th /March /2019 in an appointment letter Ref. no. CR/160, Min. No. NTB/DSC/170/01/03/2019 (ii) C 1.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	Kagoya Zainabu recruitment as the Principal Human Resource Officer on 22nd /May /2018 was confirmed in an appointment letter Ref No. CR/160 in an instruction issued by DSC Min. No. NTB/DSC/112/14/05/2018 (b) 5.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	Evidence of updated staffing list availed from the HR department indicated that the position of Senior Environment Officer is still vacant	0

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	Evidence of updated staffing list availed from the HR department indicated that the position of Senior Land Management Officer is still vacant.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	In the staff letter of appointment availed by the HR department, Mr. Nabangi Stephen was recruited Senior Accountant on 13th /June /2017, under Ref No. CR/156, DSC Min. No. NTB/DSC/44/02/06/2017 (b) (i).	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	Recruitment of Mr.Ziraba Moses as the Principal Internal Auditor on 6th /March/2008 under Ref. No.CR/Per/156 was guided by the directives of the DSC in meeting Min. No 15/DSC/2008 as evidence.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	Mr. Ivaibi Charles was recruited Principal Human Resource Officer (Secretary DSC) on 20th /April /2017 under Ref. No. CR/160, Min. No.NTB/DSC/9/11/01/2017 (a). The evidence was availed by the HR team from staff letter of appointment.	2

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

Maximum score is 15

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

Evidence was provided from staff letters of appointment to show that all the 10 SAS in all the LLGs were recruited as per customized structure.

Examples of Senior Assistant Secretary recruited include;

- Musiba Rogers, was appointed on 5th /April /2017 under DSC Min No. NTB/DSC/38/30/03/2017 (a) (2);
- Kabakubya Samuel was appointed on 13th /June /2017, Min. No. NTB/DSC/44/02/06/2017 (a) (i);
- Mugoya Daniel was appointed on 5th /April /2017, under Min No. NTB/DSC/38/30/03/2017 (a) (3);
- Higenyi Hassan was recruited on 4th /June /2015 under Min. No. NTB/DSC/218/1/06/2015, Ref no. CR/Per/160;
- Kwaja Bumali Hisa was recruited on 1st /June /2009 under Ref. No. CR/Per/156, DSC Min. No. KLR/DSC/688(i)/2009;
- Mweneke Juliet was recruited on 13th June 2017 under Ref. No. CR/156, Min. No. NTB/DSC/45/02/06/2017 (a) (i);
- Balimumiti Ali was appointed on 4th /June /2015 under Ref. No. CR/Per/160, Min. No. NTB/DSC/218/1/06/2015 (v);
- Mugoya Ronald Allan was recruited in 1st /April /2016, Min. No. NTB/DSC/262/10/03/2016;
- Nsumbi Alex was recruited on 4th /April /2008 in a Min. No. 26/DSC/2008 under Ref No. CR/Per/156;
- Wegosasa Lorna was recruited on 10th /January /2013, Ref. No. CR/Per/156/1, Min. No. NTB/DSC/41/2012 (a).

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

Maximum score is 15

b. A Community Development Officer / Senior CDO in case of Town Councils, in all LLGS, score 5 or else 0.

Evidence was provided by the HR team in staff letter of appointment to show that all the 10 Community Development Officer were recruited.

Below is the list of Community Development Officers who were recruited:-

- Waiswa Sulaiman was recruited on 10th /April /2014 under Ref. No. CR/Per/156 in a DSC Min No. NTB/DSC/157/19/3/2014 (2) (i);

- Tafanika Cissy was appointed on 1st /September /2009 in a DSC Min. No. KLR/DSC/758 (xv) 2009 under Ref. No. CR/Per/156;

- Luvunya Davis Elly was recruited on 18th /February/2015, Ref no. CR/Per/156 in a DSC Min. No.NTB/DSC/188/19/12/2014 (h);

- Kairu Nicholas was recruited on 14th /December /2015, Ref No. CR/Per/156 in a Min. No. NTB/DSC/237/10/11/2015 (i);

- Mugunywa Enock was recruited on 5th /April /2017 under Ref.No. CR/156 in a DSC meeting Min No. NTB/DSC/38/30/03/2017 9 e) (1);

- Musaliwre Hillary was recruited on 13th /June /2017 under Ref no. CR/156 in a meeting Min. No. NTB/DSC/45/02/2017 (b) (i);

- Nakaziba Mary was recruited on 5th /April /2017, Ref No. CR/156 Min No. NTB/DSC/38/03/2017 (e) (2);

- Aliba Lydia was recruited on 15th /April /2015 Ref. No. CR/Per/156, in a meeting Min. NTB/DSC/198/19/3/2015;

- Weere Nelson, recruited on 4th /January /2021 under Ref. No. CR/HR/156 in a meeting Min. No. NTB/DSC/262/22/12/2020 (b) (28);

- Mutesi Juliet was recruited on 28th /October /2009, Ref No. TC/per156 in a meeting Min. NO. KLR/DSC/810 (iv) 2009.

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

Maximum score is 15

c. A Senior Accounts Assistant /an Accounts Assistant in all LLGS, score 5 or else 0.

Evidence provided in staff letter of appointment shows that as per customized structure out of 8 Senior Accounts Assistant 7 have been recruited.

Below is example of staff recruitment;

- Nyiiri Patrick was recruited on 8th /January /2019 under Ref. No. CR/HR/160, in a meeting Min. No. NTB/DSC/139/18/12/2018 (C) 3;

- Balugambire Godfrey was recruited on 8th /January /2019 under Ref No. CR/HR/160 in a meeting Min. No. NTB/DSC/139/18/12/2018 (e) (5);

- Babirye Sarah was recruited on 8th /January /2019 under Ref. No. CR/Hr/2019, Min.No. NTB/DSC/139/18/12/2018 (e)(4);

- Namwano Samuel, recruited on 17th June 2014, Ref.No. CR/Per/160 Min. No. NTB/DSC/169/13/6/2014 (4);

- Mukose Diphos was recruited on 17th /June /2014, Ref. No. CR/Per/160 in a meeting Min. No. NTB/DSC/169/13/6/2014 (6);

- Gasatu Prossy, was recruited on 5th /April /2017 under Ref. No. CR/156, Min No. NTB/DSC/38/30/03/2017 (c);

- Kiggundu Hussein was recruited on 6th /March /2008 in a meeting Min. No.14/DSC/2008 under Ref. No. CR/Per/156.

Environment and Social Requirements

3

Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.

Maximum score is 4

If the LG has released 100% of funds allocated in the previous FY to:

a. Natural Resources department,

score 2 or else 0

From the final accounts for the year ended 30th June 2021 availed, and submitted to the Auditor General on 23/08/2021, the Natural Resource Department Budget, (Ref. page 18), was UGX 164,643,050, warranting for this area was UGX 132,153,050 and Actual spent was UGX 127,636,095. The percentage allocation to Natural Resources Department was $(127,636,095/164,643,050) * 100 = 77.5\%$ Therefore, the LG did not release 100% of the funds allocate to Natural resources.

0

3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>b. Community Based Services department.</p> <p>score 2 or else 0.</p>	<p>Evidence from the final accounts for the FY ended 30th June 2021, (Ref. page 18), Community Based Services Department Budget was UGX 784,979,263, warranting for this area was UGX 403,217,882, and Actual spent was UGX 399,668,157. The percentage allocation to Community based services was $(399,668,157/784,979,263) * 100 = 51\%$. Therefore, the LG did not release 100% of the funds allocated to community Based Services department.</p>	0
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>a. If the LG has carried out Environmental, Social and Climate Change screening,</p> <p>score 4 or else 0</p>	<p>There was evidence that the LG carried out Environmental, Social and Climate Change screening for DDEG projects. This was evidenced by Environment and Social screening forms for Phase IV Construction of the district administration block dated 6th July 2020, signed and stamped by both the Environment officer and the officer in charge of social safeguards, designated by DCDO's office.</p>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),</p> <p>score 4 or 0</p>	<p>The DDEG project did not necessitate Environment and Social Impact Assessments (ESIAs) since the projects were small and their impact to the environment was minimal.</p>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;</p> <p>score 4 or 0</p>	<p>The evidence availed showed that the ESMP had been Costed and signed by both the Environment officer and the officer in charge of social safeguards, designated by DCDO's office. For example, the ESMPs for for Phase IV Construction of the administration block dated 6th July 2020.</p>	4

6	<p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p>	<p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p>	<p>The LG provided information to the PS/ST on the status of implementation of the Internal Auditor General's findings for the previous financial year 2019/2020 on 19/04/2021, after the deadline of 28th February 2021.</p> <p>Likewise, the LG had provided information to the PS/ST on the status of implementation of the Auditor General's findings for the previous financial year 2019/2020 on the 19/04/2021, after the deadline of 28th February 2021.</p>	0
	<p>maximum score is 10</p>	<p>score 10 or else 0.</p>		
7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p>	<p>Evidence availed from the MOFPED indicated that the LG submitted the annual performance contracts without evidence of dates. However, evidence availed from the LG indicated that the approved annual performance contract was submitted on the 1st July, 2021, before the timeframe of 31st August 2021.</p>	4
	<p>Maximum Score 4</p>	<p>score 4 or else 0.</p>		
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p>	<p>Evidence availed indicated that the Annual Performance report was submitted but the inventory schedules obtained from MoFPED does not provide the actual dates of submission.</p> <p>However, from the LG verification, the annual performance report for the FY 2020/2021 was submitted on the 01/10/2021, after the deadline of August 31st, 2021.</p>	0
	<p>maximum score 4 or else 0</p>	<p>score 4 or else 0.</p>		
9	<p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p>	<p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p>	<p>There was no evidence availed to the assessor from MoFPED. However, evidence availed from the LG indicated all the 3 quarterly budget performance reports were submitted before the deadline of 31st August 2021 as indicated below with the exception of quarter 4;</p> <ol style="list-style-type: none"> 1 Quarter 1- 22/12/2020; 2. Quarter 2- 05/03/2021; 3. Quarter 3- 01/07/2021; and 4. Quarter 4- 01/10/2021. 	0
	<p>Maximum score is 4</p>	<p>score 4 or else 0.</p>		