



**LGMSD 2021/22**

Kamuli District

(Vote Code: 517)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	61%
Education Minimum Conditions	100%
Health Minimum Conditions	60%
Water & Environment Minimum Conditions	75%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	58%
Educational Performance Measures	70%
Health Performance Measures	57%
Water & Environment Performance Measures	74%
Micro-scale Irrigation Performance Measures	64%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s):</li> <li>• If so: Score 4 or else 0</li> </ul>	<p>Evidence from the list of DDEG funded projects for the FY 2020/2021 in the work plan summary on page 3, indicate that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s). Only one project was undertaken during the year as documented below;</p> <p>1. Construction of Eastern Wing of the new administration block ground floor at the Kamuli LG headquarters at a cost of UGX 185,000,000. start date 02/09/2021 and completed on 15/05/2021 as per the completion certificate.</p> <p>A review if the structure is used by the beneficiaries as per design / profile, evidence indicate the following;</p> <p>1. The whole district production department which used to be rented offices in town, has now been housed in the new building;</p> <p>2. Natural Resource office was expanded from one office to five.</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"> <li>o by more than 10%: Score 3</li> <li>o 5-10% increase: Score 2</li> <li>o Below 5 % Score 0</li> </ul>	<p>Not applicable as the tool to assess LLGs by the LG had not been provide to LGs yet</p>	0

2	<p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> <li>• If 100% the projects were completed : Score 3</li> <li>• If 80-99%: Score 2</li> <li>• If below 80%: 0</li> </ul>	<p>No evidence availed to assessor from MoFPED at the time of the assessment. However, evidence from the annual budget performance report 2020/2021 and annual work plan, only one DDEG funded project was undertaken the whole FY and completed 100% as per the completion certificate reviewed on the 15/05/2021.</p> <p>The details of the project are below;</p> <ol style="list-style-type: none"> <li>1. Completion of the eastern wing of the ground floor of the new administration block at a cost of UGX 185 million.started on the 02/09/2020 and completed on the 15/05/2021.</li> </ol>	3
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:</p> <p>Score 2 or else score 0.</p>	<p>As per DDEG Grant Budget and Implementation Guidelines, page 17 under the heading “Construction, or rehabilitation and furnishing of government offices”, and as per the evidence of the list of DDEG projects from the work plan for the financial year 2020/2021 presented to the assessor, only one project was undertaken and is eligible as per the guideline.</p> <p>The project undertaken is “Construction of the district office headquarters at Kamuli at a cost of UGX 185,000,000” started on the 02/09/2020 and completed on the 15/05/2021 per the completion certificate.</p>	2
3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,</p> <p>score 2 or else score 0</p>	<p>There was evidence that the variation of the only sampled DDEG funded project for the FY 2020/2021 was within the +/-20% of the LG engineers estimates as follows;</p> <p>Project: Construction of Administration Block phase III, KAMU517/WRKS/20-21/00001</p> <p>Contractor: InterBuild Technical services limited</p> <p>Contract Amount = Ugx. 178,649,582</p> <p>Engineers Estimate = Ugx. 185,000,000</p> <p>Variation = +3.4%</p>	2

**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	As per evidence provided in staffing list FY2020/2021, there was evidence to show that information on the positions filled in Butansi, Kagunda and Bulopa Sub Counties is accurate as per minimum staffing standards. As per staffing structure, all positions are filled and those not yet filled have been approved for recruitment in the FY 2021/2022.	2
4	Accuracy of reported information  Maximum 4 points on this Performance Measure	b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:  • If 100 % in place: Score 2, else score 0.  <b>Note: if there are no reports produced to review: Score 0</b>	There was no evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG.	0

### Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff  Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.  Score 2 or else score 0	There was evidence that the LG consolidated and submitted the staffing requirement for the coming FY 2022/2023 to the MoPs before 30th September 2021 (18th September) with a copy to the respective MDAs and MoFPED.  The evidence was availed in a letter dated 17th August 2021, "REQUEST FOR CLEARANCE TO FILL CRITICAL VACANT POSITION UNDER UNCONDITIONAL GRANTS, PARISH DEVELOPMENT MODEL, AGRICULTURAL EXTENSION AND PHC WAGE CATEGORY FOR FY2021/2022 under Ref No.CR/156/1.	2
7	Performance management  Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):  Score 2 or else score 0	No evidence was provided to show that the District has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI).	0

7	Performance management	i. Evidence that the LG has conducted an appraisal with the following features:	There was evidence that Kamuli LG has conducted appraisals for the HoDs. Evidence availed from staff personnel files and appraisal reports dated 18th/April/2021 indicated that all HODS have been appraised as per guidelines issued by MoPS during the previous FY2020/2021.	1
	Maximum 5 points on this Performance Measure	HODs have been appraised as per guidelines issued by MoPS during the previous	Examples of HODs appraised among others included; -	
		FY: Score 1 or else 0	- District Health Officer was appraised on 12th /August /2021;	
			- District Planner was appraised on 20th /July /2021;	
			- District Engineer was appraised on 10th /July/ 2021;	
			- District Natural Resource Officer was appraised on 23rd /July /2021 and	
			- District Production Officer was appraised on 6th /August/ 2021.	
7	Performance management	ii. (in addition to "a" above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:	No evidence was provided to show that administrative rewards and sanctions were implemented on time as provided for in the guidelines.	0
	Maximum 5 points on this Performance Measure	Score 1 or else 0		
7	Performance management	iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.	LG established Consultative Committee (CC) for staff grievance redress and the HR team presented the file to confirm this, however, in the FY 2020/2021 no evidence was provided to show that the committee was functioning. No minutes of meetings was found in the file availed and no updated reports on staff grievances were recorded in the same file.	0
	Maximum 5 points on this Performance Measure	Score 1 or else 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>In the FY 2020/2021, 135 staff were recruited as per "Employees appointed in FY2020/2021" report indicates. 100% of staff were paid within 2 months:</p> <p>Staff recruited in:</p> <ul style="list-style-type: none"> <li>• More than 30 Staff who were recruited in July 2020, accessed payroll in September 2021 under payroll No: 1070744;</li> <li>• More than 50 Staff who were recruited in September 2020, accessed payroll in November under Payroll No: 749144/107475 and</li> <li>• More than 40 Staff who were recruited in November 2020, accessed payroll in December under payroll no: 85558.</li> </ul>	1
9	<p>Pension Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:</p> <p>Score 1.</p>	<p>Evidence availed from the staff pension payroll 2020/2021 shows that not 100% of staff that retired during the previous FY 2020/2021 accessed the pension payroll with 2 months, among others: -</p> <ul style="list-style-type: none"> <li>- Senior Clinical officer who retired in August 2020, accessed payroll in September 2020;</li> <li>- Primary Deputy Head teacher who retired in August 2020, accessed payroll in April 2021;</li> <li>- Parish chief who retired in January 2020, accessed payroll in August 2021 and</li> <li>- Senior Education Officer, who retired August 2020, accessed payroll in May 2021</li> </ul>	0

**Management, Monitoring and Supervision of Services.**

10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:	Direct DDEG transfers to LLGs budget was UGX 730,486,000, as per the LLG Budget estimates in the annual work plan and budget on page 1. From the annual work plan, budget and documents for fund transfer analysed and reviewed, direct transfers (DDEG) to LLGs were not executed in accordance with the requirements of the budget. The 3 transfer installments are outlined below;	0
	Maximum 6 points on this Performance Measure	Score 2 or else score 0	<p>1st Quarter transfer was UGX 144,424,344 on 10/08/2020;</p> <p>2nd Quarter transfer was UGX 436,281,794 on 04/11/2020;</p> <p>3rd Quarter transfer was UGX 145,427,265 on 20/01/2021;</p> <p>Totaling to UGX 726,133,403.</p>	
10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget: (within 5 working days from the date of receipt of expenditure limits from MoFPED):	From the evidence gathered and presented to the assessor including the expenditure limit approvals provided, timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, were done in accordance to the requirements of the budget for each quarter as indicated below;	2
	Maximum 6 points on this Performance Measure	Score: 2 or else score 0	<p>1st quarter release was on 09/07/2020, LG warranting was done on 12/07/2020;</p> <p>2nd quarter release was done on 06/10/2020, LG warranting was done on 08/10/2020;and</p> <p>3rd quarter release was done on 08/01/2021, LG warranting was done on 11/11/2021.</p>	
10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery	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:	Details from the release letters compared with the quarterly correspondences issued by the CAO is as follows;	0
	Maximum 6 points on this Performance Measure	Score 2 or else score 0	<p>1st quarter release was on 09/07/2020, correspondence issued on 10/08/2020;</p> <p>2nd quarter release was done on 06/10/2020, correspondence issued on 4/11/20; and</p> <p>3rd quarter release was done on 08/01/2021, correspondence issued on 20/01/2021;</p> <p>LG is not compliant.</p>	

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 no evidence provided to the assessor that all LLGs have been supervised or mentored at least quarterly.	0
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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	The LG had one DTPC meeting held on 21/04/2020, however, there was no evidence to indicate there was a discussion of the supervision and mentoring reports.	0
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**Investment Management**

12	Planning and budgeting for investments is conducted effectively  Maximum 12 points on this Performance Measure	a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:  Score 2 or else score 0  <b><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></b>	The asset register physically presented, checked and reviewed does not conform to the format in the accounting manual.	0
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12	Planning and budgeting for investments is conducted effectively  Maximum 12 points on this Performance Measure	b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:  Score 1 or else 0	From the evidence obtained by way of reviewing the board of survey report as at 30/08/2021 which was submitted to the Accountant General on the 31/08/2021, the report formed a basis to which guidance was sought on procurement, maintenance and disposal of Assets. For example, appendix 3, page 111 of 111 lists all unserviceable items recommended for disposal e.g. computers, safe among others.	1
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>From the evidence sought by way of reviewing the physical development plan, plan submission register and minutes, all indicate that there is a physical development plan in place, physical planning committee is functional and members are listed below;</p> <ol style="list-style-type: none"> <li>1. Peter Emwos – Chair</li> <li>2. Bijumbiko Fred- Member</li> <li>3. Igadube Festo- Member</li> <li>4. Mulondo Grace - Member</li> <li>5. Waibi Joseph - Member</li> <li>6. Mpaulo Felix - Member</li> <li>7. Mufumba Daniel - Member</li> <li>8. Merewoma Leo - Member</li> <li>9. Duku Fred - Member</li> <li>10. Baganzi Ronald - Member</li> <li>11. Sam Bakaki - Member</li> <li>12. Isabirye Robert - Member</li> <li>13. Rubanga Salim - Member</li> </ol> <p>The four quarterly minutes were submitted to MoLHUD as follows;</p> <p>1st Quarter minutes on the 17/09/2020;  2nd Quarter minutes on the 14/01/2021;  3rd Quarter minutes on the 24/03/2021; and  4th Quarter minutes on the 16/08/2021.</p>	2
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>From the Evidence of the desk appraisal reports, all prioritized investments are derived from the LG Development Plan (page 17). Desk appraisal was conducted for all the 45 projects including Administration, Production and Marketing, Health, Education, Roads and Water (Page1 to 10). Desk appraisal report was done on 27/03/2020.</p>	2
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>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>Evidence from the three sampled projects, Technical Feasibility, Environmental and Social acceptability and designs customized for investment projects was done as indicated on page 1 of the desk appraisal report on 16/4/2020; The 3 sampled projects are indicated below;</p> <ol style="list-style-type: none"> <li>1. Construction of a borehole at Lulyambuzi HC II at Namwendwa at UGX 20m, Page 5 of the field appraisal report;</li> <li>2. Construction of seed secondary school, Namwigulu, Kagumba at UGX 210M. Page 5 of the field appraisal report; and</li> <li>3. Period Road maintenance of Kananage-Kasozi-Namasagali at UGX 100M. Page 6 of the field appraisal report.</li> </ol>	2
		Score 2 or else score 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>The only DTPC meeting held by the LG was on 21/04/2020, and a review of the minutes by the assessor, indicate no evidence of discussion of the project profile. The three sampled projects are listed below;</p> <ol style="list-style-type: none"> <li>1. Construction of a borehole at Lulyambuzi HC II at Namwendwa at UGX 20m, Page 5 of the field appraisal report;</li> <li>2. Construction of seed secondary school, Namwigulu, Kagumba at UGX 210M. Page 5 of the field appraisal report; and</li> <li>3. Period Road maintenance of Kananage-Kasozi-Namasagali at UGX 100M. Page 6 of the field appraisal report.</li> </ol>	0
		Score 1 or else score 0.		
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>There was evidence provided that the LG screened for environmental and social risks/impact and put mitigation measures before being approved for construction. An example is the Construction of administration block phase III whose environmental impact assessment and environmental and social Management Plan were done on 28th September 2020. The mitigation measures included planting trees around the building and grassing the compound to prevent wind and soil erosion.</p>	0
		Score 2 or else score 0		

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan  Score 1 or else score 0	There was evidence that all the infrastructure projects under DDEG for FY2021-2022 were incorporated in the LG approved procurement plan on 12th July 2021 under minute, Min/DCC/2/12/07/2021.	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	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	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 Kamuli LG established a proper project implementation team as detailed in a memo dated 7th October 2021 referenced CR/156/2; The memo nominated project teams headed by the Contract Manager and or Team Leader, The Deputy Chief Administrative Officer, Mr. Peter Emwos Erisu.	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 9th November 2021	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 Kamuli LG provided supervision and work completion reports for their infrastructural projects prior to verification and certification of works for the FY2020-2021;  For the project of Construction of administration block phase III, the environment and screening report was jointly prepared and submitted on 28th September 2020 by the Senior Environment Officer, Mr. Bakaki Samuel and Ms. Namukose Susan, the Senior CDO;  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	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):</p> <p>Score 1 or else score 0</p>	<p>There was evidence that Kamui 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 as detailed herein;</p> <p>For the project of Construction of Administration block phase III, the works were verified by the District Engineer on 17th April 2021, a payment of a total amount of Ugx. 178,649,582 was initiated on 27th May 2021.</p> <p>In addition, the project for construction of a two classroom block at Bulimira P/S in Balawoli Sub-county, the works were verified by the District Engineer on 12th December 2020, a payment of a total amount of Ugx. 79,200,000/= was initiated on 7th January 2021 among others.</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:</p> <p>Score 1 or else 0</p>	<p>There was evidence that Kamuli 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;</p> <p>Construction of a two classroom block at Izanyiro P/S, KAMU517/WRKS/20-21/00007 with a contract value of Ugx. 75,024,000 had an evaluation report dated 7th September 2020 with Contracts committee minutes KDCC/108/2020/4/6 dated 15th September 2020; and</p> <p>Consultancy services for design and supervision of periodic maintenance of Namisambya Kiroba factory road (1km), KAMU517/SRVS/20-21/00010 with a contract value of Ugx. 29,510,000, had an evaluation report dated 15th February 2021 with contracts committee minute KDCC/113/2021/4 dated 15th February 2021 among others</p>	1

## Environment and Social Safeguards

14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p> <p>Score: 2 or else score 0</p>	<p>There was evidence availed to show that the District designated a person to coordinate response to feed-back (grievance /complaints as evidenced by availed appointment letter dated 20/11/2018, Ref. CR/156/1, signed and stamped by Chief Administrative Officer. However, there was no evidence availed to prove the availability of a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p>	0
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>There was evidence provided to show that the LG had a specified system for recording, investigating and responding to grievances. This is evidenced by availed centralized complaints log book with clear information and reference for onward action.</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>There was evidence that the District publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress. This was evidenced by the communication from the Chief Administrative Officer pinned on the district notice board saying "Please make use of the complaints book and suggestion box at the reception to register your complaints /suggestions" dated and stamped on 30/09/2021.</p>	1

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0</p>	<p>From the evidence of the LG development plan, annual work plan, budgets and enhanced DDEG guidelines reviewed, Environment Social and Climate change interventions have been integrated. The sampled projects are listed below;</p> <ol style="list-style-type: none"> <li>1. Construction of 5 stance lined latrine at Nabirama P/S in Butansi Sub-county under education. Environment Social and Climate change interventions have been integrated as indicated on page 13 under preliminaries of the bill of quantities (BOQs) signed on 01/02/2021;</li> <li>2. Construction of a 4-stance line latrine at Kamuli General Hospital. Environment Social and Climate change interventions have been integrated on page 2 under preliminaries of the bill of quantities (BOQs) signed on 01/02/2021; and</li> <li>3. Construction of a 4-stance line latrine at Kinawampere HC II. Environment Social and Climate change interventions have been integrated on page 2 under preliminaries of the bill of quantities (BOQs) signed on 03/02/2021.</li> </ol>	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 no evidence provided to the assessor to indicate that the LG 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>	0
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 evidence availed to show that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY. This was evidenced by availed BOQs for the completion of the new administration Block phase III, Ref.No.KAMU517/WRKS/20-21/00001, dated 14/10/2020.</p>	3

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change.  Score 3 or else score 0	There were no examples of projects provided with costing of the additional impact from climate change.	0
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 1 or else score 0	There was evidence provided to show that the DDEG project was implemented on land where the LG has proof of ownership, access, and availability without any encumbrances. The DDEG project was implemented on the district land with the Land title being processed evidenced by availed Cadastral print, plot 425, Block 10. IS No. JJA/2019/01569.	1
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:  Score 1 or else score 0	There was evidence availed to show that environmental officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs. The evidence was monthly monitoring report(s), dated and signed /stamped by Environment Officer and DCDO. For example , monitoring report for January dated 07/01/2021; February dated 10/02/2021; March dated 17/03/2021 and April dated 29/04/2021.	1
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects:  Score 1 or else score 0	There was evidence 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. For example, the availed payment certification dated 24/06/2021, certification number KDL/550/1/2020-2021/04.	1

## Financial management

16	LG makes monthly Bank reconciliations  Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:  Score 2 or else score 0	Bank reconciliations reviewed by way of physical documentation are up-to-date to October 2021 and a sample of the two major selected accounts can confirm this. The 2 accounts selected are the Single Treasury Account and the General fund Account with the following details;  1. Kamuli DLG General Fund A/C No. 9030005785900 at Stanbic Bank Kamuli Branch;  2. Kamuli DLG TSA. A/C No. 00517528000000 at Bank of Uganda.	2
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>There was evidence of the quarterly internal audit reports verified as follows;</p> <p>1st Quarter IA report was on 30/11/2020;</p> <p>2nd Quarter IA report was on 01/04/2021;</p> <p>3rd Quarter IA report was on 30/07/2021; and</p> <p>4th Quarter IA report was on 18/10/2021.</p> <p>Therefore, all quarterly reports were produced for the previous FY.</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>Evidence by way of reviewing the quarterly internal audit reports indicate that these were submitted and provided to the chairperson as follows;</p> <ol style="list-style-type: none"> <li>1. Quarter 1 – 02/10/2020;</li> <li>2. Quarter 2 – 04/01/2021;</li> <li>3. Quarter 3 – 05/04/2021; and</li> <li>4. Quarter 4 – 02/08/2021.</li> </ol> <p>However, since the LG PAC was not operational, 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 was not submitted.</p>	0
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>Evidence availed indicated that the LG PAC was not function. As a result, the internal audit reports for the previous FY were not reviewed.</p>	0

**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>The LG has a revenue collection ratio of 71.1% against the planned budget giving a short fall of over 28.8%.</p> <p>The Budget estimates were UGX 575,890,904, on page 17 of the annual financial statements 2020/2021, Actual collection was UGX 409,967,983, on Page 17 of the Annual Financial statements 2020/2021. Difference is UGX 165,922,921.</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"> <li>• If more than 10 %: score 2.</li> <li>• If the increase is from 5% -10 %: score 1.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>From the evidence by way of reviewing the Audited financial statements of the FY 2019/2020, own revenue sources generated was UGX 354,993,767, page 10 and review of the Annual Financial Accounts in the FY 2020/2021 page 17, it was UGX 409,967,983, indicating there was an increment in collection of UGX 54,974,216 (Appx 15.5% increase).</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 not evidence that the LG remitted the mandatory LLG share of local revenues during the previous FY.</p>	0
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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 15th September 2020 to 28th September 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 no evidence provided to indicate that the LG performance assessment results and implications are published.</p>	0
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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 by way of the radio program script published on the notice board on the 03/01/2021 by Esther Kayabaki, the communication officer, Kamuli District that the LG performance assessment results and implications are discussed for all sectors from January 2021 to May 2021.</p>	1
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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 were no tax rates, collection procedures displayed on the notice board. The only publication on the website <a href="http://www.kamuli.go.ug">www.kamuli.go.ug</a>, of the tax rates was last updated in 2017.</p>	0
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>Evidence indicate that there are several IGG reports namely;</p> <ol style="list-style-type: none"> <li>1. Report on Mariam Kiboome- G III/86/249,V/3067 on the 09/03/2021;</li> <li>2. Alleged non-payment of pension and gratuity to Ms Kakayi Brenda – PPSNO749227 by the Kamuli DLG on the 06/01/2021;</li> <li>3. Witness summons – HQT/9/4/2019 - Pension Beneficiaries on the 10/11/2020; and</li> <li>4. Alleged no payment of wages to road gang members. Ref. CR/251/1.</li> </ol> <p>There was no evidence of discussion of the above reports in the council meeting minutes.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
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"> <li>• If improvement by more than 5% score 4</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>PLE results for the past two years were availed and there was evidence that PLE pass rate has improved by 11% between the previous year but one and the previous year. In 2019, 5592 (57%) out of 9862 pupils passed and in 2020, 6853 (68%) out of 10011 pupils passed.</p>	<b>4</b>
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"> <li>• If improvement by more than 5% score 3</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>There was evidence that UCE pass rate has improved by 9% between the previous year but one and the previous year. In 2019, 1233 (36%) out of 3557 students and in 2020, 1454 (45%) out of 3192 students passed.</p>	<b>3</b>
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"> <li>• If improvement by more than 5% score 2</li> <li>• Between 1 and 5% score 1</li> <li>• No improvement score 0</li> </ul>	<p>No evidence availed to the assessor to arrive at this indicator.</p>	<b>0</b>

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 availed showing the education development grant has been used on eligible activities as defined in the sector guidelines in the FY 2020/2021. The two projects are indicated below;</p> <ol style="list-style-type: none"> <li>1. KAMU517/WRKS/20-21/00013- Construction of 5 stance latrines at Kidiki P/S in Namwendwa sub county- UGX 21,994,881.</li> <li>2. KAMU517/WRKS/20-21/00005 – Construction of 2 classroom blocks at Kinawampere P/S in Namwendwa Sun County at a cost of UGX 75,076,190.</li> </ol>	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>While there was evidence the DHO signs before the LG made payments to the contractors, there was no evidence environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors.</p>	0

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 5 stance lined latrine at Buwala P/S, KAMU517/WRKS/20-21/00017

Contractor: Barike Investments Limited

Contract amount = Ugx. 21,999,600

Engineers Estimate: Ugx. 22,000,000

Variation = +0.002%;

Project: Construction of a 2 unit teachers house at Kasaka P/S in Bulopa sub-county, KAMU517/WRKS/20-21/00008

Contractor: B&D International Limited

Contract amount = Ugx 79,498,724

Engineers Estimate = Ugx. 80,000,000

Variation = +0.63%; and

Project: Construction of 2 classroom block at Kinawampere P/S in Namwendwa Sub-county, KAMU517/WRKS/20-21/00006

Contractor: Pakasa Construction and General contractors Limited

Contract sum = Ugx. 75,076,180

Engineers Estimate = Ugx. 80,000,000

Variation = +6.15% 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"> <li>• If 100%: score 3</li> <li>• If 80 - 99%: score 2</li> <li>• If 70 – 79% score: 1</li> <li>• Below 70% score 0</li> </ul>	<p>As per the evidence provided in the Kamuli District Local government primary staff list dated 4th June 2021 and the approved LG structure 2017, 1928 out of 2,472 teachers have been recruited in the FY2020/2021.</p> <p>The LG has recruited therefore, 78% of primary school teachers as per the prescribed MoES staffing guideline.</p>	1
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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"> <li>• If above 70% and above score: 3</li> <li>• If between 60 - 69%, score: 2</li> <li>• If between 50 - 59%, score: 1</li> <li>• Below 50 score: 0</li> </ul>	<p>Evidence shows that 65% of the schools in the LG meet basic requirements and minimum standards set out in the DES Guidelines. Here, 114 out of 175 schools have met the basic requirements at the time of assessment.</p>	2
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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"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	<p>Evidence of teacher deployment showing accuracy of their places of deployment availed dated May, 2021. In Nawanyago, Busuuli and Kasambira primary schools, the teachers are as deployed in the FY 2020/2021. Examples include;</p> <ol style="list-style-type: none"> <li>1. Kakisa Johnson S, Bumpi Monic and Ngobi Vickson were deployed at Kasambira primary school</li> <li>2. Nawanyago primary school Francis, Woir Robert were deployed at Nawanyago primary school and</li> <li>3. Kasswa Rebecca, Kyenda tadeo and Nabirye Jenipher were deployed at Busuuli primary school.</li> </ol>	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"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	<p>There was no evidence of an up-to-date LG Asset register which sets out school facilities and equipment relative to basic standards.</p> <p>In Busuuli primary school, the asset register indicated 17 classrooms, 5 stances of pit latrine, 507 desks and 10 staff houses yet there were 9 classrooms, 220 desks and 8 staff houses.</p> <p>In Nawanyago primary school, the asset register indicated 9 classrooms, 19 stances of pit latrines, 215 desks and 1 staff house yet the assessor got 16 classrooms, 40 stances of pit latrines and 17 staff houses on the ground.</p> <p>In Kasambira primary school, the asset register indicated 7 classrooms, 2 stances of pit latrines, 80 desks and 15 staff houses and the assessor got 16 classrooms, 16 stances of pit latrines, 387 desks and 12 staff houses on the ground.</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"> <li>• If 100% school submission to LG, score: 4</li> <li>• Between 80 – 99% score: 2</li> <li>• Below 80% score 0</li> </ul>	<p>Evidence shows that 139 out of 164 primary schools that is 85% have complied with the MOES Annual budgeting and reporting guidelines and that they submitted reports (signed by the head teacher and chairpersons of the SMC) to the DEO by January 30th.</p>	2
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"> <li>• If 50% score: 4</li> <li>• Between 30– 49% score: 2</li> <li>• Below 30% score 0</li> </ul>	<p>Evidence of UPE schools being supported to prepare and implement SIPs in line with inspection recommendations was availed. For example, Nakyak Primary school, Naluwooli Primary school and Namaganda Primary school have prepared for 2021 to 2022. (Two years' School Improvement Plan).</p>	4

6	School compliance and performance improvement:  Maximum 12 points on this performance measure	c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:  • If 100% score: 4:  • Between 90 – 99% score 2  • Below 90% score 0	The data availed proved that the EMIS data extract matches with OTIMS. The evidence is the list of schools and annual EMIS data extract from MoES for 2020 and 2021. The data for all the 164 schools were submitted by the LG in the performance contract.	4
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### Human Resource Management and Development

7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision  Maximum 8 points on this performance measure	a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:  Score 4 or else, score: 0	The annual budget for the FY 2020/2021 page 17 availed showed that all the teachers have been budgeted for as per staffing norms. The LG had a total of 176b teachers with a budget estimate of Ugx 19,900,860,000.00. There were 1,920 teachers whereby Kasambira primary school had 21 teachers, Nawanyago primary school had 20 teachers and Busuuli primary school had 14 teachers	4
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7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision  Maximum 8 points on this performance measure	b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,  Score 3 else score: 0	The teacher's list availed and reviewed for 2020/2021 shows that teachers have been deployed as per sector guidelines. The staff lists availed and the following teachers were deployed as below;  1. Nandh Stephen to Nakulabye primary school  2. Mutaasa Patrick Paul to Kiwungu primary school  3. Obbo Grace to Kasambira SDA primary school  The deployment was dated 4th May, 2021	3
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7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision  Maximum 8 points on this performance measure	c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,  score: 1 else, score: 0	Evidence availed in Kasambira primary school, Nawanyago primary school and Busuuli primary school have teachers' list of deployment displayed on their respective notice boards in the current FY 2021/2022 but the deployment list lacked dates. The education department also displayed teachers deployment on the notice board but didn't have dates. The deployment lists had 21 teachers for Kasambira primary school, 20 teachers for Nawanyago primary school and 14 teachers for Busuuli primary school.	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>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO</p> <p>Score: 2 or else, score: 0</p>	<p>There was evidence that all the primary school head teachers have been appraised. Evidence provided for 2020 and 2021 and reports submitted to HRM with a copy to DEO. For example, the headteacher of;</p> <ol style="list-style-type: none"> <li>1. Kasolwe primary school was appraised on 5th April 2021;</li> <li>2. Matuumu Catholic primary school was appraised on 4th January, 2021 and</li> <li>3. Kasambira primary school was appraised on 8th February, 2021.</li> </ol>	2
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM</p> <p>Score: 2 or else, score: 0</p>	<p>With evidence from the personal files reviewed and appraisal reports submitted by the HR department, not all Head teachers of Secondary Schools have been appraised with exception of 5 Head Teachers;-</p> <p>Examples of Secondary Schools Head teachers who were appraised;</p> <ul style="list-style-type: none"> <li>- Takoba Namulondo from Bugulumbya Secondary School was appraised on 2nd November 2021;</li> <li>- Kasirivu Jospheh from Luzinga SS was appraised on 28th October 2021;</li> <li>- Ziraba John Stephen, from Buzaya S.S. was appraised on 2nd November 2021;</li> <li>- Kabakubya Anthony, from Matuumu SS was appraised on 2nd November 2021;</li> <li>- Kazibwe Michael, from Balawoli SS was appraised on 2nd November 2021;</li> </ul> <p>Head teachers who have not been appraised included:-</p> <ul style="list-style-type: none"> <li>- Proscovia Namuganza from Namasagali College;</li> <li>- Malandi Paul from Bulopa SSS;</li> <li>- Mulungana Michael from St. Peters' SS, Namwendwa;</li> <li>- Kamaniro Fred from Bugeywa SS;</li> <li>- Kasowole Specioza from Kamuli Girls College.</li> </ul>	0
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Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.

Maximum 8 points on this performance measure

c) If all staff in the LG Education department have been appraised against their performance plans

score: 2. Else, score: 0

There was evidence presented to show that Education department appraised staff against their performance plan.

However, no evidence was provided to show that all the department staff were appraised, among others included;-

- Waibi Joseph, Ag. DEO was appraised on 16th September 2021;

- Daniel Musoke, Office attendant was appraised on 16th September 2021;

- Kyamwine Mabel, Data Clerk was appraised on 16th September 2021;

- Kisa Alitwala Annet, Inspector of Schools was appraised on 9th August 2021;

- Lyada Dennis, Inspector of schools was appraised on 15th August 2021;

- Nakagolo Rebecca, Office Typist was appraised on 16th September 2021;

The following staff were not appraised;

- Basangwa Philip, Senior Accounts Assistant;

- Mulondo Simon, Education Officer;

- Kanakulya Ibrahim, Senior Inspectors of schools;

- Bamwange Florence, Sports Officer.

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

Maximum 8 points on this performance measure

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

score: 2 Else, score: 0

There was evidence that the LG had prepared a training plan to address identified staff capacity gaps at the school and LG level. Evidence availed indicated a training plan for the FY 2020/2021. The conducted trainings were;

1. capacity building for games and sports conducted on 9th November, 2021

2. Headteachers' training conducted on 22nd March, 2021

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>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 showing LG submissions and letters communicating corrections/ revisions of school lists and enrolment numbers in writing.</p>	0
<p>Maximum 8 points on this performance measure</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>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>There was evidence that the LG made allocations to inspections in the FY 2021/2022 as per the sector guidelines. Evidence availed was the annual budget estimate for FY 2021/2022 page 9 dated 23rd April, 2021.</p>	2
<p>Maximum 8 points on this performance measure</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>If 100% compliance, score: 2 else score: 0</p>	<p>There was no evidence availed to the assessor to form a conclusion on this indicator, that the LG submitted warrants for school's capitation within 5 days for the last 3 quarters from MoFPED.</p>	0
<p>Maximum 8 points on this performance measure</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>Maximum 8 points on this performance measure</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>If 100% compliance, score: 2 else, score: 0</p>	<p>No evidence was availed to show that the LG invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p>	0
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <p>• If 100% compliance, score: 2, else score: 0</p>	<p>Evidence for a planning meeting held on 4th January, 2021 Min 4/1/2021 and the inspection plan availed indicating preparation for inspection and monitoring of schools for the three school terms in the calender year.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <p>• If 100% score: 2</p> <p>• Between 80 – 99% score 1</p> <p>• Below 80%: score 0</p>	<p>There was no evidence of school inspections availed to the assessor by the LG.</p>	0
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>There was evidence that inspection report has been discussed and used for corrective actions. Minute of meeting held on 25th June, 2021 min. 4/6/2021 and further evidence of subsequent follow-up provided. This has been verified in Kasambira primary school, Nawanyago primary school and Busuuli primary school.</p>	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 the inspection reports were presented in the schools. The evidence was availed in the three schools sampled which were; Kasambira primary school, Nawanyago primary school and Busuuli primary school.  There was further evidence of submission of the inspection reports to DES for the FY 2020/2021 which was duly acknowledged on 3rd August, 2020.	2
10	Routine oversight and monitoring  <i>Maximum 10 points on this performance measure</i>	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	Evidence from the minutes obtained from the clerk to council shows that the Committee responsible for Education met and discussed service delivery issues including Inspection and monitoring findings, performance assessment results on the 03/03/2021 under minute 50/3/SC/2020-2021 of the 4th quarter standing committee report page 3.	2
11	Mobilization of parents to attract learners  <i>Maximum 2 points on this performance measure</i>	Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,  <i>score: 2 or else score: 0</i>	There was evidence of mobilisation, attraction and retention of children in schools. This was done through the following activities;  Radio talk shows on Ssebo and KBS FMs from 27th September, 2020 to 16th February, 2021  Community social mobilization and community drives.  Special needs and inclusive education workshop held on 21st October, 2020  Dissemination meetings on monitoring adolescent communities held on 28th October, 2020  Girl guide activities conducted on 9th March, 2021	2

## Investment Management

12	Planning and budgeting for investments  <i>Maximum 4 points on this performance measure</i>	a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i>	There is evidence that the LG has a school Asset register accurately reporting on the infrastructure in all registered primary schools. From the three schools sampled Kasambira P/s, Nawanyago P/s and Busuuli P/s sampled, the infrastructure such as number of classroom, stances of pit latrine, number of desks and staff accommodation in the consolidated asset register tallies with the ones found in the schools.	2
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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>	From the Evidence of the desk appraisal reports and minutes of the desk appraisal committee, all prioritized investments for education are derived from the LG Development Plan. Desk appraisal report was done on 27/03/2020. Line 7, 8 and 10 of the desk appraisal report, Pages, 4&5 list all the 4 investment projects for education and these are;  1. Construction of seed secondary school- UGX 927,918,594;  2. Construction of 2 class room block at kanawampere P/S - UGX 80,000,000;  3. Construction of 2 class room at Izanyiro P/S - UGX 80,000,000; and  4. Construction of 2 class room at Bulimira P/S – UGX 80,000,000.	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>	Evidence from the three sampled projects, indicates technical feasibility and Environment and social acceptability were done for all the 4 projects and indicated on page 5&6 of the desk appraisal report on 16/04/2020, Line 7,8 & 10. The screening notes were done on the 01/10/2020;  The sample projects are;  1. Construction of seed secondary school- UGX 927,918,594;  2. Construction of 2 class room block at kanawampere P/S - UGX 80,000,000;  3. Construction of 2 class room at Izanyiro P/S - UGX 80,000,000; and  4. Construction of 2 class room at Bulimira P/S – UGX 80,000,000.	1
	<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>	N/A; No Seed Secondary School project planned 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 7th October 2020, entitled Appointment on the projects management team for the proposed sundry projects in FY2020/2021.  The letter directed that the team be led by the Contract Manager, the Deputy Chief Administrative Officer, Mr. Peter Emwos Erisu, the contract manager (II), District Education Officer, Mr. Charles Akoyo, The Projects Supervisor, Senior Civil Engineer, Eng. Mufumba Daniel, The Environment Safeguard Focal Person, District Natural Resources Officer and the Social Safeguard Focal person, Mr. Isabirye Robert and the District Community Development Officer, Mr. Mwerewoma Leo.	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	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc ..., has been conducted <i>score: 1, else score: 0</i></p>	<p>N/A; No Seed Secondary School projects for FY2020/2021</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p>	<p>Evidence from the reviewed contracts below indicate that payment requests for sector infrastructure Projects were initiated and executed as per Contract and implementation results. The sample contracts reviewed are indicated below;</p>	1
			<p>1. KAMU517/WRKS/20-21/00013- Construction of 5 stance latrines at Kidiki P/S in Namwendwa sub county- UGX 21,994,881. Request was done on the 21/05/2021, Recommended for payment as follows; District engineer on the 31/05/2021, DEO on the 02/06/2021, CFO on the 02/06/2021 and CAO on the 08/06/2021. Completion certificate was on the 21/05/2021 and payments done on the 24/06/2021;</p>	
			<p>2. KAMU517/WRKS/20-21/00005 – Construction of 2 classroom blocks at Kinawampere P/S in Namwendwa Sub County at a cost of UGX 75,076,190. Request raised on the 05/03/2021, Recommended for payment as follows; District engineer on the 15/03/2021, DEO on the 12/03/2021, CFO on the 22/03/2021 and CAO on the 22/03/2021. Certification of work was done on the 10/03/2021 and payments were done on the 30/03/2021; and</p>	
			<p>3. KAMU517/WRKS/20-21/00005- Construction of 2 classrooms at Bulimira P/S in Bulawoli Sub county. Request was done on the 07/01/2021, Payment recommended as follows; District engineer on the 12/01/2021. DEO on the 12/01/2021, CFO on the 12/01/2021 and CAO on the 13/01/2021. Certification of the work was done on the 07/01/2021 and payments were done on the 08/02/2021.</p>	
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i></p>	<p>There was evidence of a timely submission of the sector procurement plan for FY2021-2022 from the District Education Officer to PDU on 24nd April 2021 before the deadline date of 30th April 2021</p>	1



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, score: 3, else score: 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 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>	Evidence was not availed to the assessor.	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 was evidenced by availed procurement documents. For example , Construction of a 2 classroom block at Bulimira primary school in Balawoli sub county agreement dated 14/10/2020, procurement Ref. No. KAMU517/WRKS/20-21/00005; Construction of a 2 classroom block at Kinawampere primary school in Namwendwa sub county agreement dated 21/10/2020, procurement Ref. No. KAMU517/WRKS/20-21/00006; Construction of a 2 classroom block at Izanyiro primary school in Kisozi sub county, procurement Ref. No. KAMU517/WRKS/20-21/00007.	2
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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 evidence provided as proof of land ownership, access of school construction projects. This was evidenced by availed consent agreements. For example, Consent agreement for construction of pit latrine at Nabirama primary school dated 17/02/2020, signed by head teacher; Consent agreement for construction of a 2 classroom block on the school land of Izanyiro primary school, dated 15/02/2020, signed by head teacher and chairman school management committee.	1
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 evidence that the Environment Officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs including follow up on recommended corrective actions. This was evidenced by availed monthly monitoring reports, dated and signed /stamped by Environment Officer and DCDO. For example, monthly report for April dated 08/04/2021; February dated 24/02/2021; June dated 01/July 2021 and March dated 03/03/2021.	2
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments  <i>Score: 1, else score:0</i>	Evidence provided shows that E&S compliance Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates, For example, Environment and mitigation certification form for Construction of a 5 stance lined pit latrine at Nabirama primary school dated 18/05/2021; certification form number KDLG/550/1/2020-2021/9.	1

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
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"> <li>• By 20% or more, score 2</li> <li>• Less than 20%, score 0</li> </ul>	<p>There was no evidence of Health Unit annual reports for FY 2019/2020 in the DHO's office for comparison.</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. For example, sector health development grant was UGX 975,137,000 on page 15 of the annual approved budget estimates FY 2020/2021. All the 4 projects are included within the LG health grant and budget guidelines. The four projects are;</p> <ol style="list-style-type: none"> <li>1. Construction of a pit latrine at Kinawampene HC II at UGX 20M;</li> <li>2. Completion of Maternity ward at Kasambira HC II at UGX 61M;</li> <li>3. Upgrade of Bubago HC III at UGX 617M; and</li> <li>4. Procurement of assorted medical equipment for Kagumba and Bubago at UGX 210M.</li> </ol> <p>However, the health grant was not fully utilised as the balance of UGX 67,137,000 is still meant for the uncompleted work at Bubago HC III.</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>b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/suppliers score 2 or else score 0</p>	<p>From the evidence of reviewed payment vouchers only the environment officer certifies the works before LG makes payments. A sample of the reviewed contract vouchers are listed below;</p> <ol style="list-style-type: none"> <li>1. Proc. Ref. KAMU517/WRKS/20-21/00014- Contract price UGX 20,032,025;</li> <li>2. KAMU517/WRKS/20-21/00011- Contract price UGX 69,673,553; and</li> <li>3. KAMU517/WRKS/18-19/00007- Contact price UGX 17,546,600.</li> </ol>	0

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: Construction of a 4 stance lined latrine at Kamuli General Hospital, KAMU517/WRKS/20-21/00020

Contractor: Barona Investments Company Limited

Contract amount = Ugx. 20,032,025

Engineers Estimate = Ugx. 20,000,000

Variation = -0.16%;

Project: Supply and Installation of four solar systems at Kamuli general hospital, KAMU517/SUPLS/20-21/00015

Contractor: Kyoisi Broadways Investments Limited

Contract amount = Ugx.20,000,000

Engineers Estimate = Ugx.20,000,000

Variation = 0%; and

Project: Construction of a 4 stance lined latrine at Kinawampere HC II in Namwendwa Sub-county, KAMU517/WRKS/20-21/00014

Contractor: Kipede Investments Limited

Contract amount = Ugx. 20,032,025

Engineers Estimate = Ugx. 20,000,000

Variation = -0.16% among others

3	Investment performance: The LG has managed health projects as per guidelines.	d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY	There was evidence that the health project, Bubago HC II Upgrade that was planned in FY2020/2021 is still under construction. The construction contract that was awarded to M/s Skylight General Contractors Limited on 10th March 2021 was intended to be completed and handed over by 10th August 2021 under a period of 6 months. The works are not yet complete with the physical progress at 70.5% as confirmed by the recent supervision report dated 14th October 2021;	0
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100 % Score 2</li> <li>• Between 80 and 99% score 1</li> <li>• less than 80 %: Score 0</li> </ul>	Both the recent supervision report and physical site visit between the assessor and the engineering team on 11th November 2021 confirmed that the contractor had completed the superstructure and is currently doing terrazzo on the building and finishing works, the window frames and glazing, door frames and shutters, floor screed, wiring and external finishes were not yet done	
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards	a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure	As per evidence provided in the staff list of November 2020, out of 228 staff in 12 HCIII and 96 staff in 2 HCIV, 217 staff in HCIII and 87 staff in HCIV have been recruited respectively as per the staffing structure.	2
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>• If above 90% score 2</li> <li>• If 75% - 90%: score 1</li> <li>• Below 75 %: score 0</li> </ul>	A total of 94% of staff in both HCIIIs and HCIVs were recruited.	
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards	b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.	There is evidence that the LG Health infrastructure conforms to the approved MoH facility infrastructure designs as confirmed during a joint technical supervision visit on 11th November 2021 between the assessor and the district project implementation team. Both the BOQs and the drawings of the composite structures were followed to the dot by the contractor.	2
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100 % score 2 or else score 0</li> </ul>		

**Performance Reporting and Performance Improvement**

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>As per minimum standard and staff list FY2020/2021 obtained from HRM division “ Kamuli District Local Government staff List: evidence provided shows that positions of health workers filled in LLG is accurate.</p> <p>Example;</p> <p>Fred Duku, District Health Officer was recruited on 5th June 2020. All details of position filled, vacant position, names of staff, salary grade, date of deployment were all accurately indicated in the staff list.</p>	2
5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There was no evidence that the health project, Bubago HC II Upgrade that was planned in FY2020/2021 is still under construction.</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>a) Health facilities prepared and submitted Annual Workplans &amp; budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <p>• Score 2 or else 0</p>	<p>There was evidence that the Health facilities prepared and submitted Annual work plans and budgets for the previous FY and the budgets conform to the prescribed formats;</p> <p>Namasagali health center III: 24-03-2021</p> <p>Namwendwa health center III: 20-03-2021</p> <p>Bulopa health center III: 28-03-2021</p>	2

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>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"> <li>• Score 2 or else 0</li> </ul>	<p>The annual budget performance report for the previous FY was prepared by 30th August 2021 as opposed to the 15th July of the previous FY</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>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"> <li>• Score 2 or else 0</li> </ul>	<p>All of the 3 Health Centers ( Nabirumba H/C III, Kitayunja H/C III and Batansi H/C III) visited had copies of files designated for health performance improvement plans.</p> <p>Their improvement plans incorporated issues identified by DHMT monitoring noted in support supervision e.g</p> <p>Nabirumba health center III support supervision on 10th August 2020 highlighted lack of criteria used for distribution of incentives and knowledge gap on use of indices tool.</p> <p>Kitayunja H/C III support supervision on 17th January; financial management tools not well utilized and</p> <p>Batansi H/C III) support supervision on 26th February 2021 ;lack of critical cadres of staff.</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>Maximum 14 points on this performance measure</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> <p>• score 2 or else score 0</p>	<p>All the 105 and 106 HMIS reports were received by the DHO by the 7th day after end of the reporting period.</p> <p>However, there was late submissions of 2 of the quarterly reports as below;</p> <p>Nabitumba H/C III quarter 4 was submitted on the 7th July 2021.</p> <p>Kitayunjwa H/C III quarter 4 was submitted on 15th July 2021</p> <p>Butanzi health center III quarter 4 was submitted on 12th July 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>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>Note: Municipalities submit to districts</p>	<p>There was no evidence at the DHO's office that the sampled Health Facilities (Nabitumba H/C III, Kitayunjwa H/C III and Butanzi H/C III) submitted their RBF by 15th of the month following each quarter,</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>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 that the DHMT RBF invoices were submitted on time. Below were the dates of submission DMHT RBF invoices to the MOH.</p> <p>Quarter 1: 30th October 2020</p> <p>Quarter 2; 20th Jan 2021</p> <p>Quarter 3: 22nd April 2021</p> <p>Quarter 4: 23rd July 2021 scanned copies signed by DHO and the CAO were sent by emails.</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>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>Evidence presented to the assessor by way of the health department quarterly performance budget reports; submission was as follows;</p> <p>1st Quarter on the 19/11/2020;</p> <p>2nd Quarter on the 12/02/2021;</p> <p>3rd Quarter on the 23/06/2021; and</p> <p>4th Quarter on the 25/10/2021.</p> <p>All Quarter were submitted more than a month.</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>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 was Nabulezi.</p> <p>There was evidence that the DHMT developed and approved the performance improvement which was prepared and signed by the Ag. DHO; Dr. Duku Fred on 2nd April 2021</p> <p>The action points included hiring critical staff on contract, mentorship of the health facility on filling out registers and reporting and regular cleaning of the building.</p>	1
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There was evidence that the DHMT implemented the PIP for the weakest performing health facility as documented in PIP report dated 21st July 2021.</p>	1
<p>Maximum 14 points on this performance measure</p>				

## Human Resource Management and Development

7

2

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

Maximum 9 points on this performance measure

a) Evidence that the LG has:  
i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0

There was evidence that the LG budgeted for the health workers (100%) as per the guidelines as stated in the performance contract of 2020/2021 a total UGX; 6,689,848,920 was allocated for health workers. These are some of the examples of staff in the different facilities that were budgeted for;

Butansi Health center III; Kawala Monic, Senior Medical Clinical officer; U4-UGX 2,344,475, and Nambi Sarah, enrolled nurse; U7-UGX 757,633.

Kitayunjwa Health center III; Mbiira Simon, Senior Medical Clinical Officer; U4-UGX 2,344,475 and Kalembe Prossy, enrolled nurse U7-UGX 757,633.

Namasagali Health Center III; Muwesi Kezekia, enrolled nurse. U7-UGX 757,633 and Kisakye Deborah, enrolled nurse. U7-UGX 757,633.

7

2

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

Maximum 9 points on this performance measure

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

The staff list obtained from the DHO's office on the 4th November 2021 show that there was 100% deployment of staff to the health facilities;

Nabirumba health center III had 19 staff of the 19 recommended number in the staffing norm, Kitayunjwa health center III had 19 staff and Butansi health center III had 19 staff.

The staff deployment list was updated on 21st July 2020. Below are examples of staff on the deployment lists at each sampled health facility;

Butansi Health center III;

- Kawala Monic, Senior Medical Clinical officer.
- Nambi Sarah, enrolled nurse.

Kitayunjwa Health center III;

- Mbiira Simon, Senior Medical Clinical Officer.
- Kalembe Prossy, enrolled nurse

Namasagali Health Center III;

- Muwesi Kezekia, enrolled nurse.
- Kisakye Deborah, enrolled nurse.

7

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

Maximum 9 points on this performance measure

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

There was evidence that all the three health facilities' attendance register show that the staff are working at the facilities except; in Butanzi Health center III one of the staff had retired (Nakisita Margret) and Kyatereka Betty was on study leave.

3

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 deployment of health workers to health facilities at the DHO's office on 5th November 2021.

The lists of deployment of health workers are on the notice boards of the three health facilities visited; Kitayunjwa, Namasagali and Butanzi.

2

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

Evidence provided in staff appraisal reports showed that DHO conducted performance appraisal for all the Health facility In charges against the agreed performance plans and submitted a copy to HRO during the previous FY2020/2021.

Examples of In - Charges appraised included;

- Nakyomu Lucy Harriet, Clinical officer appraised on 9th August 2021;

- Atuma Zaidi, Principal Medical Officer, was appraised on 3rd July 2021;

- Wambi Grace, Senior Medical Officer was appraised on 29th August 2021;

- Nshemerire Mebo, Clinical Officer was appraised on 8th August 2021;

- Isabirye James, Senior Clinical Officer was appraised on 15th July 2021;

- Butenye Lazarus, Medical Officer was appraised on 15th July 2021;

- Naika Vincent, Senior Clinical Officer was appraised on 9th August 2021;

- Ikooba Richard, Senior Medical Clinical Officer was appraised on 8th August 2021;

- Mwebaze Esther; Senior Clinical Officer was appraised on 6th July 2021;

- Nansubuga Esther, Medical Clinical Officer was appraised on 1st July 2021.

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

Maximum 6 points on this performance measure

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

There was evidence that the Health Facility In-Charges conducted performance appraisal of all Health Workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY 2020/2021.

Evidence availed in the personal files of 10 Health workers shows that all were appraised.

The appraised Health Workers included;

- Arinaitwe Jacqueline, Enrolled Nurse was appraised on 28th July 2021;

- Nairuba Christine, Enrolled Nurse was appraised on 26th July 2021;

- Nawegulo Clare, Asst.Nursing Officer was appraised on 27th July 2021;

- Abuze Judith, Asst.Nursing Officer was appraised on 4th August 2021;

- Nabirye Monic, Enrolled Nurse was appraised on 4th August 2021;

- Namuwaya Suzan, enrolled Nurse was appraised on 27th July 2021;

- Nalumanoi Prossy, Clinical Officer was appraised on 11th August 2021;

- Ssengendo Brian; Medical Clinical Officer was appraised on 14th June 2021;

- Peter Opia , Assistant Nursing Officer was appraised on 20th October 2021.

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

Maximum 6 points on this performance measure

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

As per evidence provided in a letter dated 5th May 2021, SUBJECT: "SUBMISSION OF HEALTH WORKERS FOR REWARD AND SANCTION", 15 sanctions cases were handled – 2 letters were given to staff to improve their performance and 13 staff were awarded with Certificates for Recognitions for their outstanding performance.

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>There was evidence that the LG conducted trainings of health workers as shown in the quarterly training reports;</p> <p>Training on sanitation and menstrual hygiene dated 18th August 2020, Covid 19 vaccination 28th October 2020, training of VHTs and peer educators on COVID-19, malaria, nutrition and immunization on 15th June 2021.</p> <p>All of the three sampled health facilities i.e Kitayunjwa, Butansi, Nabirumba had books allocated for trainings and continuous professional developments.</p> <p>All the trainings/CPDs were recorded in these 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>There was evidence that the LG conducted trainings of health workers as shown in the quarterly training reports;</p> <p>Training on sanitation and menstrual hygiene dated 18th August 2020, Covid 19 vaccination 28th October 2020, training of VHTs and peer educators on COVID-19, malaria, nutrition and immunization on 15th June 2021.</p> <p>All of the three sampled health facilities i.e Kitayunjwa, Butansi, Nabirumba had books allocated for trainings and continuous professional developments.</p> <p>All the trainings/CPDs were recorded in these books.</p>	1

**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 13th 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
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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>Evidence presented to the assessor by way of the reviewing the annual budget estimates FY 2020/2021, monitoring service delivery budget was UGX 106,569,156 On page 26/27 of the annual budget estimate. PHC budget is UGX 710,461,044.</p> <p>Therefore, this represents exactly 15% of PHC NWR grant.</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>c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0</p>	<p>There was no evidence that the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget</p>	0
9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p>	<p>There was evidence on the LG notice board of a list of all Health facilities receiving the non-wage grants was published quarterly;</p> <p>Quarter 1-10th August 2020</p> <p>Quarter 2-12th November 2020</p> <p>Quarter 3-12th Feb 2021</p> <p>Quarter 4-28th April 2021</p>	0

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 of timely publication all Health facilities receiving the non-wage grants by the LG.

The publication dates were;

Quarter 1-10th August 2020

Quarter 2-12th November 2020

Quarter 3-12th Feb 2021

Quarter 4-28th April 2021

The sampled health facilities include; Balawooli Health center III, Bulopa health center III, Bupadhengo health center III and Bugulumbya 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 the receipt dates were;

Quarter 1- 24th July 2020

Quarter 2- 23rd October 2020

Quarter 3- 28th January 2021

Quarter 4- 19th April 2021.

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;

DHT performance review meeting; Follow up on Covid-19 prevention, and SOPs follow up held on 17th September 2020.

DHT performance review meeting; RBF performance of the previous quarter held on 4th November 2020

Performance review meeting held on 25th February 2021; Review of overall RBF performance of the previous quarter.

Extended DHT meeting held on 21st May 2021 on status of Covid-19 vaccination performance in the district.



10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>Evidence availed from all the DHT performance review meetings show participation of implementing partners and health facility in-charges e.g Rhites-EC Uganda, Health Outcome Uganda and PC plan Uganda and health facility in charges. The DHT meetings were held on the following dates; 17th September 2020, 4th November 2020, 25th February 2021 and 21st May 2021 .</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p>	<p>No district hospital was supervised.</p> <p>The health center IVs were supervised and quarterly reports available;</p> <p>Q1- 27th – 29th July 2020</p> <p>Q2- 18th – 20th Dec 2020</p> <p>Q3- 10th -12th Feb 2021</p> <p>Q4- no supervision done</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p>	<p>There was no report at the DHO's office for HSD supervision of the lower health centers.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>There was no substantial evidence that the results/reports from the discussions of support and monitoring visits were all followed up during the previous FY.</p>	0

10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.	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	The Supervision, Performance, Assessment and Recognition Strategy (SPARS) reports presented did not cover all the health Facilities and was not dated.  Of the three health facilities sampled, only one health center (Nabirumba H/C IV) had guidelines on secure safe storage of drugs and disposal of medicines and health supplies.	0
	Maximum 7 points on this performance measure			
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	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 / Municipal Health Office budget to health promotion and prevention activities.	0
	Maximum 4 points on this performance measure			
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0	There was evidence of monthly meetings on activities and implementation of health promotions, disease preventions and social mobilization through Radio talk shows on Covid 19 prevention on Ssebo and KBS FM Kamuli. Other health promotion activities were documented as below;  Quarter 1- 13th September 2020; training of TBA on danger signs during labor and referral pathways.  Quarter 2- 4th November 2020; training DHMT on SHRH and health unit management.  Quarter 3- 11th March 2021 ; training youth in Kagumba and Bawooli sub counties on menstrual hygiene.  Quarter 4- 25th May 2021 ; Ssebo FM radio talk show on Covid-19 prevention.	1
	Maximum 4 points on this performance measure			

11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>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</p>	<p>There was no evidence to show that follow up meetings were done in the subsequent months, no DHT minutes for quarterly review seen.</p>	0
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**Investment Management**

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>No evidence that LG has an updated Asset register.</p> <p>Two of the Health facilities visited had an inventory book i.e Kitayunjwa and Nabirumba, while Butanzi had none.</p> <p>Some of the assets at the health facilities were non-functional.</p>	0
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12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDP III);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p> <p>score 1 or else score 0</p>	<ul style="list-style-type: none"> <li>• From the Evidence of the desk appraisal reports and minutes of the desk appraisal committee, all prioritised investments for health on page 4 are eligible and, are derived from the LG Development Plan. Desk appraisal report was done on 21/04/2020.</li> </ul> <ol style="list-style-type: none"> <li>1. Construction of a pit latrine at Kinawampene HC II at UGX 20M;</li> <li>2. Completion of Maternity ward at Kasambira HC II at UGX 61M;</li> <li>3. Upgrade of Bubago HC III at UGX 617M; and</li> <li>4. Procurement of assorted medical equipment for Kagumba and Bubago at UGX 210M.</li> </ol>	1
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12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>Evidence from the field appraisal reports on the 16/04/2020 and seven screening notes signed by the environmental officer Mr Bakaki Samuel and CDO Namukose Susan on the 14/9/2020 indicate that the LG has conducted field Appraisal for technical feasibility, Environment and social acceptability and Customized designs over the previous FY 2020/2021.</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>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, costed ESMPs for projects implemented in FY 2019/20. This was evidenced by the availed screening forms, dated and signed/stamped by Environment Officer and DCDO for Construction of a chain link fence at Kagumba Health Centre II dated 14/01/2020; Renovation of Kinu Health Centre II dated 9/01/2020; Completion of maternity ward at Kambira HC II dated 10/01/2020 and Construction of a 5-stance pit latrine at Namwendwa HCIV dated 07/01/2020.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY ) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was evidence of a late submission of the Health Department procurement plan for FY2021/2022 from the District Health Office to PDU on 18th June 2021 after the deadline date of 30th April 2021.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There was evidence of a late submission of the Health Department procurement plan for FY2021/2022 from the District Health Office to PDU on 18th June 2021 after the deadline date of 30th April 2021.</p>	0

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>There was evidence that Bubago HC II Upgrade to Health Centre III was approved by the contracts committee on 4th January 2021 under Minute no. Siro/552/005/004/CC/FY/2020-2021 and was cleared by Solicitor general on 13th January 2021 under reference ADM/7/149/03/MBL</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the projects constructed in the FY2020/2021 were overseen by an implementation team as demonstrated by the letter dated 9th march 2021, entitled Appointment as project supervisor for the construction and upgrade of Bugabo HC II to HC III FY2020/21.</p> <p>The letter directed the District Water Officer, Mr. Mufumba Daniel as the project supervisor and other technical sector officials constituted the members of the team.</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>The joint site visit on 11th November 2021 to the site confirmed that the foundation, walling, room sizes, roof structures among others were as per the drawings, designs and BOQs.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was no evidence availed of any weekly reports being consolidated from the daily reports. Most of the reports were not up to date with the most recent reports received and reviewed from the clerk of works dated 30th June 2021.</p>	0

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence 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>There was evidence that the site meetings were held monthly with one sampled meeting dated 30th June 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> <p>In addition, there was evidence that all engineers, environment officers, CDOs participated at the critical stages of construction as indicated by the joint monitoring report and meeting dated 25th March 2021 among others</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>Evidence from the sampled contracts below indicate payment requests were not certified on time within 10 working days on each as follows;</p> <ol style="list-style-type: none"> <li>1. Proc. Ref. KAMU517/WRKS/20-21/00014- Contract price UGX 20,032,025, work certified on the 20/06/2019, Request raised on the 20/8/20, payment recommended as follows; District engineer on the 02/09/2020, DHO on the 22/09/2020, CFO on the 15/10/2020 and CAO on the 15/10/2020. Finally, payment done on the 30/10/2020;</li> <li>2. KAMU517/WRKS/20-21/00011- Contract price UGX 69,673,553; work certified on the 22/03/2021, request done on the 23/03/2021, payment recommended as follows; District engineer on the 23/03/2021, DHO on the 06/04/2021, CFO on the 06/03/2021 and CAO on the 12/04/2021. Finally, payment done on the 30/04/2021; and</li> <li>3. KAMU517/WRKS/18-19/00007- Contact price UGX 17,546,600, work certified on the 26/05/2021, Request done on the 26/05/2021, payment recommended as follows; District engineer on the 31/05/2021, DHO on the 07/06/2021, CFO on the 07/06/2021 and CAO on the 10/06/2021. Finally, payment done on the 24/06/2021.</li> </ol>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There was evidence that the procurement files for Bubago HC II Upgrade are complete with all the reports and payment certificates. The contract agreement signed on 10th march 2021 between the contract and the district indicated that M/S Skylight General services Limited, MOH/WRKS/20-21/00097/LOT 4 was awarded the contract with award letter dated 19th January 2021. The contractor submitted an acceptance letter dated 19th January 2021, the solicitor general clearance was acquired on 13th January 2021, with the Best evaluated bid notice displayed for 10 working days from 4th January 2021 to 18th January 2021;</p> <p>The Contracts committee approval minutes were submitted on 4th January 2021, the evaluation report was also submitted on 28th December 2020 and the contractor provided the required performance bank guarantee from centenary bank dated 2nd March 2021 and advance payment guarantee from centenary bank on 18th March 2021.</p>	1

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There was no evidence provided that showed that grievances had been recorded, investigated, responded to and recorded in line with the grievance redress framework in health projects</p>	0
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was evidence availed that showed that the LG disseminated guidelines on health care / medical waste management to health facilities. This is evidenced by availed "Guidelines on safe waste management in Health Centres in Kamuli District 2020/2021". The guidelines were disseminated as evidenced by the availed the minutes of the meeting to disseminate them held on 18/09/2020, signed by Secretary and Chairperson.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>There was evidence provided that there is a dedicated/operational budget for health care waste management in sampled facilities. This is evidenced by the Kamuli General Hospital Annual Workplan and budget 2021/2022, budged under objective 6 "To conduct Health Promotion, Disease Prevention Initiative in the Hospital ". Output 1 "Maintenance of a clean and Health working environment". The budget is dated 29/07/2021, signed and stamped by Medical Superintendent, District Health Officer, and approved by Chairman Management Committee.</p> <p>However, there was no evidence provided to show that there is MoU between LG and the waste management service provider for collection, storage, transportation, disposal/treatment of health care waste.</p> <p>There was no evidence provided that that the LG had in place a functional system for Medical waste management or central infrastructures for managing medical waste.</p>	0



15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence provided that showed that the LG conducted training (s) and created awareness in healthcare waste management. This was evidenced by availed minutes of the meeting to disseminate guidelines on safe waste management in health centres held on 18/09/2020, signed by secretary and Chairperson.</p>	1
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0</p>	<p>There was evidence availed to show that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects. This is evidenced by availed BOQs, For example, "Construction of a 4-stance lined latrine at Kamuli General Hospital with BOQs dated 01/02/2021".</p>	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was 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. This is evidenced by availed Hospital land title Freehold register, Volume JJA383, Folio 21, for Kamuli District LG General Hospital, dated 9/01/2018; Namwendwa HCIV, Freehold register , volume JJA264, Folio 10, dated 10/07/2016.</p>	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was no evidence to show that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports.</p>	0

<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0</p>	<p>There was evidence provided to show that Environment and Social Certification forms were completed and signed by the Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects. For example, Construction of a 4 stance lined pit latrine at Kinawampere HC III, Certification number KDLG/550/1/2020-2021/12, dated 31/05/2021; Construction of a 4 stance lined latrine at Kamuli General Hospital, certification number.KDLG/550/1/2020-2021/14, dated 24/03/2020.</p>
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No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
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 from the Ministry of Water & Environment MIS shows that water sources functionality in Kamuli DLG for 2020/21 is at 89%.	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 Kamuli DLG for 2020/21 is at 92%.	2

2

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

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

This performance indicator is not to be assessed because the activities have not started in the LLG.

0

*Maximum 8 points on  
this performance  
measure*

If LG average scores  
is

a. Above 80% score 2

b. 60 -80%: 1

c. Below 60: 0

(Only applicable  
when LLG  
assessment starts)

2

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

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

The evidence from the 4th quarter report, which doubles as the annual performance report, shows that the sub counties below the district average of 77% were Magogo (74%), Bulopa (63%), Nakalama (50%), Namwendwa(68%), Namasagali (63%), Kagumba (51%), Balawoli (66%) and Nabwigulu (69%). The total investment 2020/21 in these sub counties was Ugx 738 million against the overall budget amount of Ugx 884million (i.e. 83%).

1

*Maximum 8 points on  
this performance  
measure*

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>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> <p>o If within +/-20% score 2</p> <p>o If not score 0</p>	<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: Construction of Bugobi Piped water system, KAMU517/WRKS/20-21/00002</p> <p>Contractor: Nile Engineering and Innovations Limited</p> <p>Contract amount = Ugx. 221,887,785</p> <p>Engineers Estimate = Ugx. 232,532,475</p> <p>Variation = +4.6%;</p> <p>Project: Supply of assorted borehole hand pumps, KAMU517/SUPLS/20-21/00001</p> <p>Contractor: Reliefline Uganda Limited</p> <p>Contract amount = Ugx. 186,700,760</p> <p>Engineers Estimate = Ugx. 187,197,500</p> <p>Variation = +0.27%; and</p> <p>Project: Sitting and drilling supervision of construction of 25 boreholes Lot 1 &amp; Lot 2, KAMU517/SRVCS/20-21/00002</p> <p>Contractor: Geobot group Limited</p> <p>Contract amount = Ugx. 51,644,800</p> <p>Engineers Estimate = Ugx. 53,750,000</p> <p>Variation = +3.9% among others</p>
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<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> <p>o If 100% projects completed: score 2</p> <p>o If 80-99% projects completed: score 1</p> <p>o If projects completed are below 80%: 0</p>	<p>Evidence from the AWP and budget 2020/21 shows that Kamuli LDG planned to construct 25 new boreholes and rehabilitate 20 old ones. The evidence from the 4th quarter report shows that 100% of the WSS projects were constructed in FY 2020/21 which included 25 boreholes and 50 old boreholes rehabilitated. It was explained that the extra boreholes rehabilitated came about due to savings on the new boreholes contracts where the contract price was below the engineer's estimates resulting into savings that were then re-channeled.</p>
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3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <p>o If there is an increase: score 2</p> <p>o If no increase: score 0.</p>	<p>The evidence from the Ministry MIS shows that rural water sources functionality in Kamuli DLG for the year 2019/20 was at 89% which is the same as in 2020/21 and so there was no increase in functionality..</p>	0
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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 &amp; sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 1% score 2</p> <p>o If increase is between 0-1%, score 1</p> <p>o If there is no increase : score 0.</p>	<p>The evidence from the Ministry MIS shows that the functional WSCs in Kamuli DLG for the year 2019/20 was at 92% which is the same as 2020/21 and so there was no increase of the percentage of functional WSCs..</p>	0
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**Performance Reporting and Performance Improvement**

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>The evidence from the 4th quarter report shows that 25 boreholes were constructed and the visit made to three sources in different sub counties in the field, i.e. Busikwe in Nawaigulu sub county (No. DWD 70714 dated 24/02/2021), Buleri in Kitayunjwa sub county (No. DWD 70717 dated 06/03/2021) and Tibwamulala in Butansi sub county (No. DWD 70736 dated 02/07/2021) shows that the water sources were completed and functional.</p>	3
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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>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>The evidence from the first, second, third and fourth quarterly reports dated 4/10/2020, 10/02/2021, 12/04/2021 and 13/8/2021 respectively shows that the DWO collects and compiles quarterly information on sub county water supply and sanitation, functionality of facilities and WSCs and community involvement.</p>	2
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>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>The evidence regarding availability of the MIS at the DWO's office was presented and seen. The district maintains and updates their date base on a regular basis. Some of the data entered in the system was that of the water sources implemented in the assessment year; e.g. borehole no. DWD 70729 in Bugulu village, Kasolwe parish Kagumba sub county, borehole no. DWD 70718 in Kabanda 11 village Mpakitoni parish, Bulopa subcounty and borehole no. DWD 70730 in Butomasi village, Busanda parish in Bugulumbya subcounty.</p>	3
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

## Human Resource Management and Development

6	<p>Budgeting for Water &amp; Sanitation and Environment &amp; 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 &amp; Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation &amp; hygiene); 1 Engineering Assistant (Water) &amp; 1 Borehole Maintenance Technician: Score 2</p>	<p>As per evidence provided in the Vote:517 Kamuli District, FY2020/2021, staff list Wage Estimate by Votes and Cost Center - Water, Generated on 2nd January 2020;03:37,page 163. DWO has budgeted for the following Water and Sanitation staff: -</p> <ul style="list-style-type: none"> <li>- Civil Engineer (Water) was budget for Ugx27,600,000 per year;</li> <li>- 2 Assistant Water Officers were budgeted Ugx28,800,000 per year;</li> <li>- 1 Engineering Assistant (Water) was budgeted for Ugx14.400,000 per year and</li> <li>- 1 Borehole Maintenance Technician was budgeted for Ugx14,400,000 per year.</li> </ul>	2
6	<p>Budgeting for Water &amp; Sanitation and Environment &amp; 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 &amp; Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>As per evidence provided in the Vote:517 Kamuli District, FY2020/2021, staff list Wage Estimate by Votes and Cost Center – Natural resources, Generated on 2/1/2020;03:37; page 164- the District Environment and Natural Resources Officer has budgetted for the following staff;-</p> <ul style="list-style-type: none"> <li>- 1 Natural Resources Officer; budgeted Ugx 32,000,000 per year</li> <li>- 1 Environment Officer; budgeted Ugx. 26,400,000 per year and</li> <li>- 1 Forestry Officer: budgeted Ugx 27,600,000 per year</li> </ul>	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>As per evidence provided, DWO has not appraised all District Water Office staff against their performance plans agreed upon in the previous FY 2020/2021: -</p> <ul style="list-style-type: none"> <li>- Waiswa Tom, Assistant Water Officer, was appraised on 12/8/21</li> <li>- Kaliisa Joel, Assistant Engineering Officer (Water) was appraised on 5/8/21</li> <li>- Mufumba Daniel , Assistant Engineering Officer/Civil, was appraised on 12/8/21 and</li> <li>- Namliyomba Tappy, Copy typist, was not appraised</li> </ul>	0



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 :</p> <p>Score 3</p>	<p>The evidence presented was a capacity needs assessment report, which identified the planned training for sector staff for the current year while the DWO was trained in project management during the assessment year by the Uganda Institution of Professional Engineers.</p>	3
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**Management, Monitoring and Supervision of Services.**

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<ul style="list-style-type: none"> <li>• a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:</li> <li>•</li> <li>• If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3</li> <li>• If 80-99%: Score 2</li> <li>• If 60-79: Score 1</li> <li>• If below 60 %: Score 0</li> </ul>	<p>The evidence from the AWP and budget 2021/22 shows that the allocations to the low coverage sub counties of Magogo, Bulopa, Namwendwa, Namasagali, Kagumba, Balawoli and Nabwigulu is Ugx 746 million against a total investment budget of 842 million (i.e. 89%).</p>	2
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8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>The evidence from the quarterly software reports shows that advocacy meetings were conducted and evidence obtained from the DWO notice board shows the respective allocations for water projects to all the sub counties for the current FY have been given to the public. Some of these allocations were: Balawoli sub county 4 boreholes in the villages of Bwase, Buvumbi, Buwampasa &amp; Buteira; Kitayunjwa sub county 2 boreholes in the villages of Bulagala &amp; Busuubo and Namwendwa sub county 3 boreholes in the villages of Busuuyi, Buyuba &amp; Bwase.</p>	3
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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"> <li>• If 95% and above of the WSS facilities monitored quarterly: score 4</li> <li>• If 80-94% of the WSS facilities monitored quarterly: score 2</li> <li>• If less than 80% of the WSS facilities monitored quarterly: Score 0</li> </ul>	<p>The evidence presented in the quarterly software reports submitted in the DWO reports dated 4/10/2020, 10/02/2021, 12/04/2021 and 13/08/2021 shows that the DWO monitors all the 1,261 water facilities every quarter.</p>	4
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>The evidence presented in form of minutes shows that the DWO conducted only one DWSCC meeting on 26/9/2020 in the FY 2020/21 which is inadequate for the indicator being assessed.</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>The evidence presented was a letter to all sub counties dated 20th August 2021 and a distribution list for all the water supply projects to be constructed in the LLGs in the current FY on the DWO notice board. The distribution list was for the allocation of the 25 borehole infrastructure projects which are to be drilled in FY 2021/22 in the various LLGs.</p>	2

10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> <li>• If funds were allocated score 3</li> <li>• If not score 0</li> </ul>	<p>The evidence from the AWP shows that mobilization activities were allocated Ugx 71 million in FY 2020/21 against a total NWR rural water and sanitation budget of Ugx 126 million (i.e. 56%) which is above the 40% threshold stipulated by the sector guidelines.</p>	<b>3</b>
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&amp;M of WSS facilities: Score 3.</p>	<p>The evidence obtained from the 4th quarter software report dated 13/08/2021 shows that the formation and training of the WSCs were carried out. The evidence from a field visit made by the assessor to check on the WSCs of Busikwe in Nabwigulu sub county (No. DWD 70714 dated 24/02/2021), Buleri in Kitayunjwa sub county (No. DWD 70717 dated 06/03/2021) and Tibwamulala in Butansi sub county (No. DWD 70736 dated 02/07/2021) shows that the WSCs were formed, trained and are performing their duties. There was a high recall of training content.</p>	<b>3</b>

**Investment Management**

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>The evidence was presented of the availability of a computer based Asset Register (database) which is well updated. All the 25 new boreholes were entered into the computer register as seen from the print out during the assessment. It was recommended to the DWO to open a hard file as well for this register for quick access.</p>	<b>4</b>
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11	<p>Planning and Budgeting for Investments is conducted effectively</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 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. Aailed evidence of the desk appraisal report dated 27th/ March/2020, page 6, all the water sector projects were appraised. The water projects were;</p> <ol style="list-style-type: none"> <li>1. Construction of 19 boreholes – UGX 498,229,163;</li> <li>2. Rehabilitation of boreholes – UGX 109,213,000;</li> <li>3. Construction of public toilets – UGX 24,295,000;</li> <li>4. Construction of piped water supply – UGX 244,550,547;</li> <li>5. Registration and demarcation of titling of parcels of institutional land – UGX 12,000,000.</li> </ol>	4
	<p><i>Maximum 14 points on this performance measure</i></p>	<p>Score 4 or else score 0.</p>		
11	<p>Planning and Budgeting for Investments is conducted effectively</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 the 25 communities to benefit from the water projects this current FY have submitted their applications to the DWO. Some of these applications are from Bukabeto village Kagumba sub county dated 22/07/2021, Bulagala village Kitayunjwa sub county dated 17/06/2021, Busuubo village Namwendwa sub county dated 26/06/2021 and Buvumbi village Balawoli sub county dated 7/6/2021.</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>			

11	<p>Planning and Budgeting for Investments is conducted effectively</p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>There was Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability and (iii) customized designs for WSS projects for current FY. Evidence availed indicated that field appraisal was done for all water projects on the 16th/ April/ 2020. Field appraisal report page 7 contain evidence of the five projects appraised as indicated below;</p> <ol style="list-style-type: none"> <li>1. Construction of 19 boreholes – UGX 498,229,163;</li> <li>2. Rehabilitation of boreholes – UGX 109,213,000;</li> <li>3. Construction of public toilets – UGX 24,295,000; and</li> <li>4. Construction of piped water supply – UGX 244,550,547;</li> </ol>	2
	<p><i>Maximum 14 points on this performance measure</i></p>			
11	<p>Planning and Budgeting for Investments is conducted effectively</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 and piped water system) 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 DCDO. For example the screening forms for the siting, drilling and construction of hand pumps at Buganza village dated 9th september 2020; Bunagwe and Bulope villages dated 31st May 2021 and at Butomasi village dated 11th september 2020 and at Ndalike Tradingcentre dated 8th september 2020. The general costed ESMP for the drilling of boreholes was dated 23rd september 2020. The screening form for the establishment of piped water system at Bugobi village, Namasagali sub county dated 23rd september 2020 and its costed ESMP dated 28t september 2020.</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>			
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</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 late submission of the Water and Sanitation Infrastructural Sector procurement plan for FY2021/2022 from the District Water Office to PDU on 6th May 2021 after the deadline date of 30th April 2021</p>	0
	<p><i>Maximum 14 points on this performance measure</i></p>			

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 FY2020/2021 were approved by the contracts committee before commencement of construction on 15th September 2020 under minute number KDCC/108/2020/4/1</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 9th March 2021. The memo entitled Nomination as a contract supervisor for water projects directed Eng. Mufumba Daniel, the District Water Officer to do the same.</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>The evidence of the availability of the standard technical drawings for the water and sanitation systems was presented and from the field visit conducted by the assessor, it was found that this design was used for all the facilities regarding the pedestal, apron and drainage as observed from the above ground parts. The drilling reports indicated that the telescopic borehole design B option was dominantly used in the drilling of these boreholes.</p>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was evidence that the district engineer, DWO, Environment officer and CDO participated in supervising the WSS projects as follows;</p> <p>For the project of Construction of community water points at selected sites within the district, the contract implementation plan was signed on 18th September 2020, a report on implementation of environment and social safeguard measures for 20 rehabilitated water points and construction of Bugobi solar powered water supply system at Kasozi parish was submitted on 22nd June 2021 by the Mr. Bakaki Samuel, Senior Environment officer; the technical monitoring report was developed on 30th December 2020 by Mbatya Wilberforce and a payment certificate clearing the same project was prepared on 30th November 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>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 DWO verify work and initiate payments within time frames in the contracts. Sampled contracts include;</p> <ol style="list-style-type: none"> <li>1. Drilling, Casting and installation of 25 deep boreholes in Kamuli district. Proc. No. KAMU517/SRVCS/20-21/00002. Contract price UGX 51,644,800. DWO verified and certified works on the 25/01/2021. Payment request done on 14/12/2020. Payment done on 25/03/2021;</li> <li>2. Supply of assorted borehole hand pump parts under water department. Proc. No. KAMU517/SUPLS/20-21/00001. Contract price UGX 183,700,760. DWO verified and certified works on the 15/12/2020. Payment request done on 15/12/2020. Payment done on 30/12/2020;</li> <li>3. Borehole rehabilitation. DWO verified and certified works on the 16/10/2020. Payment request done on 15/10/2021. Payment done on 18/11/2020.</li> </ol>	2

<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:</p> <p>Score 2, If not score 0</p>	<p>There was evidence 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, East Africa boreholes limited, KAMU517/WRKS/20-21/00003/4 was awarded the contract to conduct Drilling, test pumping and casting of 25 boreholes Lot 1 &amp; Lot 2; the P/P form 1 for the same was generated on 22nd June 2020, the Approval of bid notice was on 15th June 2020, Approval of procurement method was on 15th June 2020, the project was advertised on 6th July 2020, the record of issue of bid document was on 23rd July 2020, the record of receipt of bids(LG PP Form 9) was on 23rd July 2020, the record of bid opening was on 23rd July 2020, the approval of the evaluation committee members was on 5th August 2020, the appointment of evaluation committee members was on 5th August 2020, the evaluation report was submitted on 7th September 2020, the approval of evaluation report by contracts committee was on 7th august 2020, the display of the best evaluated bidder for 10 working days was from 15th September 2020 to 28th September 2020, the letter of award of contract was on 28th September 2020, the acceptance letter from the contractor was on 30th September 2020, the contract agreement was drafted and signed on 12th November 2020, the appointment of the project manager, Eng. Mufumba Daniel was on 21st September 2020, the commencement order was on 12th November 2020, the technical report from the contract manager was submitted on 30th November 2020, the payment certificates by the engineer ware generated on 20th November 2020 and the payment was issued on 4th February 2021. These project above evidently completed the entire procurement process</p>
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### Environment and Social Requirements

<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p> <p>Score 3, If not score 0</p>	<p>There was no evidence provided that showed that the DWO In Liaison with the District Grievances Redress Committee had been recorded grievances as per LG Grievance redress frame work.</p>
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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 &amp; catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was evidence availed to show that the DWO and the Environment Officer had disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs. This is evidenced by availed copy of Uganda Catchment management planning guidelines, April, 2014 and the attendance list of “Training and dissemination of guidelines on water catchment management “dated 18/08/2021.</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans &amp; natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>There was evidence to show that water source protection plans &amp; natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented. This was evidenced by the availed ESMPs for water projects and their respectively compliance monitoring reports. For example the screening forms for the siting, drilling and construction of hand pumps at Buganza village dated 9th september 2020; Bunagwe and Bulope villages dated 31st May 2021 and at Butomasi village dated 11th september 2020 and at Ndalike Tradingcentre dated 8th september 2020. The general costed ESMP for the drilling of boreholes was dated 23rd september 2020. The screening form for the establishment of piped water system at Bugobi village, Namasagali sub county dated 23rd september 2020 and its costed ESMP dated 28th september 2020.</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p>The evidence available on the land issues file shows that only 13 of the 25 boreholes constructed in FY 2020/21 have land agreements deposited with the DWO. The importance of land agreements was emphasized to the DWO to ensure they are obtained and securely kept. Some of the agreements on file were: Takozekibi Suzani of Namwendwa sub county dated 4/11/2020 with borehole No. DWD 63644, Okello Villiano of Bugulu village Kagumba sub county dated 11/7/2021 with borehole No. DWD 70729, Waibi Difasi of Busui Bubanda, Namwendwa sub county dated 25/11/2020 with borehole No. DWD 70715.</p>	0

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	From the sampled interim and final payment certificate for the contracts below, there is evidence that the environmental officer signs, however, no evidence to indicate that the CDO also signs.  1. Drilling, Casting and installation of 25 deep boreholes in Kamuli district. Proc. No. KAMU517/SRVCS/20-21/00002. Contract price UGX 51,644,800. Environmental officer verified and certified works on the 25/01/2021;  2. Supply of assorted borehole hand pump parts under water department. Proc. No. KAMU517/SUPLS/20-21/00001. Contract price UGX 183,700,760. Environmental officer verified and certified works on the 15/12/2020; and  3. Borehole rehabilitation. Environmental officer verified and certified works on the 16/10/2020.	0
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	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 Officers undertook monitoring to ascertain compliance with ESMPs. This evidenced by the report titled "Environment and social monitoring report for water projects FY 2020/2021 for Lot 1 and Lot 2, dated 22/June/2021, signed and stamped by Environment Officer and DCDO". "Environment and Social screening report for siting boreholes in selected villages in Kamuli District" dated 23/09/2020.	2

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p>	<p>There was evidence that Kamuli LG had up to-date data on irrigated land for FY 2019/20 (report dated 23rd/April/2020) and FY 2020/21 (report dated 2nd/March/2021). Data on irrigated land for both financial years were 69 acres and 120 acres respectively.</p>	2
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> <li>• By more than 5% score 2</li> <li>• Between 1% and 4% score 1</li> <li>• If no increase score 0</li> </ul>	<p>Comparison of the data on irrigated land for the past two FYs showed an increase of 74%. This was from 69 acres in FY 2019/20 to 120 acres in FY 2020/21.</p>	2
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>The evidence availed was a quarter 4 progress report for FY 2020/21. The report showed that development component of microscale irrigation grant was used on establishment of 7 demo sites. The LG received funds in two budgeting lines: microscale irrigation work plan FY 2020/21 (UGX. 58,770,000) and supplementary microscale irrigation work plan FY 2020/21 (UGX. 79,679,500), for establishment of 7 demo sites. The 7 demo sites included: Mr. Kalya Steven Gracious, in Nawanyago sub county (UGX, 19,610,000); Mr. Bakaki Samuel, in southern division (UGX, 19,580,000); Mr. Galisansana Vincent, in Kagumba sub county (UGX, 19,580,000); Mr. Waiswa Robert, Kitayunjwa sub county (UGX, 19,909,500); Mr. Isabirye Zevuline, in Namwendwa sub county (UGX, 19,875,000); Mr. Kabeto Eriya, in Magogo sub county (UGX, 19,905,000) and Ms. Kayanga Harriet, in Namasagali sub county (UGX, 19,990,000).</p>	2

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

b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0

Maximum score 6

Evidence from the payment voucher reviewed indicate that farmers signed acceptance forms before LG make payments to the suppliers. Below are the sampled and reviewed payment voucher for the below contracts;

1. Payment voucher no. 37534470 with UGX 19,580,000, supply and installation of micro-scale irrigation equipment at Butyama village. Beneficially farmer, Galisansana Vicent, Tel +256751688370, signed on the Acceptance Form confirming that equipment is working well on the 25/06/2021, Page 1;

2. Payment voucher no. 37534391 with UGX 19,905,500, supply and installation of micro-scale irrigation equipment at selected sites in Waiswa Robert farm at Buwaibale village. Beneficially farmer, Waiswa Robert, Tel +256704811576, signed on the Acceptance Form confirming that equipment is working well on the 22/06/2021, Page 1; and

3. Payment voucher no. 37534390 with UGX 19,990,000, supply and installation of micro-scale irrigation equipment at selected sites in Eyiga Jimmy's farm at Kisaikye village. Beneficially farmer, Kayanga Harriet, Tel +256754438818, signed on the Acceptance Form confirming that equipment is working well on the 22/06/2021.

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

Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0

Evidence availed showed that the agricultural engineer's estimates for demo sites for Ms. Kayanya Harriet, Mr. Kabeto Eriya, Mr. Waiswa Robert and Mr. Galisansana Vincent were UGX. 19,996,800, UGX. 19,919,100, UGX. 19,910,900 and UGX. 19,583,600 respectively. Correspondingly, the supplier contracts had the following quotations: UGX. 19,990,000, UGX. 19,905,000, UGX. 19,909,500 and UGX. 19,580,000. It therefore implies that price variations were 0.03%, -0.07%, -0.01% and -0.02 % respectively.

Maximum score 6

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	There was evidence that micro-scale irrigation equipment where contracts were signed during the previous FY (2020/21) were completed within the previous FY. For example, supplier contracts for the demos of Ms. Kayanya Harriet, Mr. Kabeto Eriya, Mr. Waiswa Robert and Mr. Galisansana Vincent were signed on 14th/June/2021, 14th/June/2021, 14th/June/2021 and 14th/May/2021 respectively. All their certificates of completion were signed on 27th/July/2021.	2
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 the Customized structure of Production level and staff establishment of Production Department at Sub county level, dated 12th/July/2021, evidence provided shows that out of 76 required staff, LG has filled in 39 positions. In overall LG has recruited 51% of LLG extension workers.	0
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	Inventory of installed irrigation equipment (dated 13th/August/2021) for all the seven installed sites were availed. However, there was no evidence that micro-scale irrigation equipment met standards as defined by MAAIF. This was because no approved standards from MAAIF were availed at the time of assessment.	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	b) Evidence that the installed micro-scale irrigation systems during last FY are functional  • If 100% are functional score 2 or else score 0	The three sampled demo sites (at the farms of Mr. Kalya Stephen, Mr. Isabirye Zevuline and Mr. Bakaki Samuel) were tested and proved to be functional at the time of assessment.	2

### Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information  Maximum score 4	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	As per evidence provided in the, Kamuli District Local Government Staff List for production department as of 8th/July/2021, information on filled position of extension workers in Butansi, Bulopa and Kagunda Sub counties is accurate.  Dates of staff recruitment and deployment, titles of staff, salary grade of staff and other relevant information were clearly stated.	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>There was evidence to show that the obtained information on installed and functioning microscale irrigation systems was accurate. Comparison of the inventory of installed irrigation equipment (dated 13th/August/2021) obtained from LG headquarters and actual installed equipment at the three sampled demo sites (at the farms of Mr. Kalya Stephen, Mr. Isabirye Zevuline and Mr. Bakaki Samuel) showed that the equipment were indeed present at site and functioning.</p>	2
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>There was evidence that information about functionality of demo sites was collected on quarterly basis as evidenced by supervision reports dated 27th/November/2020, 28th/February/ 2020, 27th/May/2021, 01st/August/2021 and 10th/October/2021.</p>	2
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0</p>	<p>There was evidence that LG had entered up to-date LLG information into MIS as presented in the MIS report dated 10th/November/2021 prepared by Mr. Isabirye Ali, the Senior Agricultural Engineer (SAE) of Kamuli LG. The LG had a target of 325 expressions of interest (EOI) however, they had entered 823 and visited 665 farmers at the time of assessment.</p>	1
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>c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0</p>	<p>There was evidence that LG had prepared a quarterly report using information compiled from LLGs in the MIS. The quarter one report (FY 2021/22 and dated 10th/October/2021) availed captured information such as farmer visits, awareness creation among others from LLGs.</p>	1

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	d) Evidence that the LG has:  i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	There was no evidence that LG had developed performance improvement plans (PIP) for the lowest performing LLGs.	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	No reports on implementation of PIPs were availed.	0

### Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	a) Evidence that the LG has:  i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	There was evidence that extension workers were budgeted for. This was depicted in the departmental approved work plan/budget for production and marketing for FY 2021/22 (dated 24th/June/2021) prepared by district production office. The general salaries, workshops/seminars, stationery services and travel inland for extension workers were planned for UGX. 1,101,188,000, UGX. 3,661,000, UGX. 2,480,000 and UGX. 188,724,000 respectively.	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	ii Deployed extension workers as per guidelines score 1 or else 0	Evidence availed was a staff register dated 8th/November/2021, which indicated that 51 extension workers were deployed in the district administrative units as per guidelines.	1

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	As per evidence provided in the Quarterly Report Butansi Subcounty – Q42020/2021 dated 29th/June/2021 and Quarterly Progress Report to Veterinary Extension Officer – Kagunda Q4 2020/2021 dated 7th/July/2021, all extension workers are working in LLGs where they are deployed.	2
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	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	Much as evidence was provided to show that extension workers are working in LLGs they are deployed, no evidence displaying staff list was seen to show that extension workers' deployment has been publicized and disseminated on the LLGs notice boards.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	a) Evidence that the District Production Coordinator has:  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	As per evidence provided in the appraisal reports submitted on 9th/July/2021 by the District Production Officer," SUBMISSION OF STAFF APPRAISAL REPORTS FOR PRODUCTION STAFF FY2020/2021, all 31 Extension workers were appraised.  Examples of Extension Workers who were appraised included; -  - Namukombye Naume, Assistant Animal Health Officer was appraised on 14th /August/2021;  - Mwine Moses, Assistant Entomology was appraised on 11th /August/2021;  - Nasali Immy Christine, Agricultural Officer was appraised on 7th/August/2021;  - Balibuzani Ronald, Agricultural Officer was appraised on 12th/July/2021;  - Kabalimu Faridah, Animal Production Officer was appraised on 9th/July/2021.	1
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	a) Evidence that the District Production Coordinator has:  Taken corrective actions: Score 1 or else 0	As per evidence provided in the appraisal reports submitted on 9th/July/2021 by the District Production Officer," SUBMISSION OF STAFF APPRAISAL REPORTS FOR PRODUCTION STAFF FY2020/2021", apart from capacity building needs identified and recommended, no major corrective actions were taken	0



8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	There was evidence that training activities were conducted according to training plan. For example, a technical training report dated 5th/October/2021 was planned for and captured in the microscale irrigation annual work plan for FY 2020/21.	1
	Maximum score 4			

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	ii Evidence that training activities were documented in the training database: Score 1 or else 0	There was no training database showing documentation of training activities.	0
	Maximum score 4			

**Management, Monitoring and Supervision of Services.**

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	Evidence from the approved annual work plan and budget FY 2021/2022, micro-scale irrigation budget was allocated UGX 1,911,745,338, page 3, signed on the 19/08/2021 indicate the allocation as follows;  75% - UGX 1,433,809,004 - Capital development;  25% - UGX 477,936,334 - Complementary;  Total budget UGX 1,911,745,338  Therefore, the LG is compliant.	2
	Maximum score 10			

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>There was no 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).</p>	0
	<p>Maximum score 10</p>			
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 that co-funding is reflected in the LG Budget and allocated as per guidelines.</p>	0
	<p>Maximum score 10</p>			
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 he LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant</p>	0
	<p>Maximum score 10</p>			

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>There was evidence that Kamuli LG disseminated information on use of farmer co-funding. This was evident in the minutes ("Min No 7 DTPC 26th/11/2020: Presentation by DPO on co-funding and selected farmers in the micro-irrigation scheme" Page 3) of a meeting between DTPC and DPO and LLGs dated 26th/November/2020.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> <li>• If more than 90% of the micro-irrigation equipment monitored: Score 2</li> <li>• 70-89% monitored score 1</li> <li>Less than 70% score 0</li> </ul>	<p>There was evidence that the district production officer (DPO) had monitored on a monthly basis installed micro-scale irrigation equipment. Evidence availed indicated that the DPO monitored all the seven (7) demo sites in June 2021. The monitoring reports dated 25th/June/2021 and 26th/June/2021 were provided at the time of assessment. The monitoring was conducted in only June 2021 (Previous FY2020/21) because all the demonstration sites were installed in the fourth quarter of FY 2020/21.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training &amp; support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>There was evidence that Kamuli LG had overseen technical training and support to the approved farmer to achieve servicing and maintenance of irrigation equipment. This was evident in the project progress report for FY 2020/21 (dated 27th/August/2021) prepared by the senior agricultural engineer. The report was verified by interviewing host farmers such as Mr. Kalya Stephen, Mr. Isabirye Zevuline and Mr. Bakaki Sam, who demonstrated competence with respect to operation of microscale irrigation systems. In addition, the farmers operated the irrigation systems by themselves during the time of assessment.</p>	2

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0	There was evidence that Kamuli LG had provided hands-on support to LLG extension workers during the implementation of complementary services. This was evident in the report dated 5th/October/2020 prepared by the senior agricultural engineer. Findings of the interview sessions with extension workers attached to demo sites (for Mr. Kalya Stephen, Mr. Isabirye Zevuline and Mr. Bakaki Sam) showed that LLG staff were knowledgeable about use of IrriTrack App for capturing farmer data.	2
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	There was evidence that Kamuli LG established and run farmer field schools. This was confirmed by reports for Mr. Isabirye Zevuline's demo dated 12th/October/2021 and for Mr. Kabeto Eriya's demo dated 3rd/November/2021.	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	There was evidence that Kamuli LG conducted activities to mobilize farmers as per guidelines. This was proved by sub county (S/C) reports dated 6th/October/20 (Butanza S/C) and 23rd/October/2020 (Bulopa S/C). Attendance sheets for farmer mobilization dated 16th/July/2020 and 25th/September/2020 were also provided at the time of assessment. In addition, a report on radio (Kamuli broadcasting services) talk show dated 20th/August/2020 was also availed.	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	There was evidence that Kamuli LG trained staff and political leaders at district and LLGs. Training reports dated 14th/October/2020 and 05th/October/2020 for district and LLG respectively were availed. Furthermore, attendance lists dated 13th/October/2020 and 21st/September/2020 were provided as evidence of training and sensitization activities.	2
<b>Investment Management</b>				
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	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	The score was zero for all LGs during the LGMSD exercise 2021 (as guided in the updated data collection checklist dated 26th/October/2021).	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>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	<p>There was evidence that Kamuli LG keeps up to date database of EOIs. For FY 2020/21, Grace Bazimbyewa was entered on 27th/October/2020. While for FY 2021/22, Isansa David was entered on 6th/July/2021. The aforementioned farmers were confirmed to be in the database at the time of assessment.</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>There was evidence that Kamuli LG had carried out 553 farmer visits as of 10th/October/2021 (FY 2021/22). This was evident by agreements to proceed for quotations. Three farmers (Ms. Babirye Joy, Mr. Egonda Ntende Margaret and Mr. Munyole Moses) were sampled for agreements to proceed for quotations. Their agreements were signed on 26th/May/2021, 8th/July/2021 and 26th/January/2021 respectively.</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>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>After inspecting the notice boards of the LLGs, no evidence was seen on the District and LLG notice board to show that the LG District Agricultural Engineer 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>There was evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan. This was confirmed with a timely submission of the Production and Marketing department procurement plan to PDU on 26th March 2021 before the deadline date of 30th April 2021</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>There was evidence that the LG requested for quotations from irrigation equipment suppliers pre-qualified by MAAIF for the FY2021/2022 on 2nd November 2021. In addition, there was a list of beneficiary farmers of micro scale irrigation program submitted on 31st October 2021 and the PP Form 1 was submitted on 20th September 2021.</p>	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There was no evidence availed to show that Kamuli LG had concluded the selection of the irrigation equipment supplier based on the set criteria for the FY2021/2022.	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	There was no evidence availed to show that micro-scale irrigations were approved by the contracts committee for the FY2021/2022	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	There was no evidence availed to show that Kamuli LG has signed any contract with any lowest priced technically responsive irrigation equipment supplier for the FY2021/2022	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	The design output from irriTrack does not show an itemized list of all the installed equipment. In addition, there was no evidence that designs for the demo sites were quality assured and approved by MAAIF 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	There was evidence that the LG had conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers. The evidence availed were three monitoring reports by the senior agricultural engineer dated 21st/June/2021 (for Galisansana Vincent's site), 2nd/July/2021 (for Waiswa Robert's site) and 21st/June/2021 (for Kayanga Harriet's site).	2

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>h) Evidence that the LG has overseen the irrigation equipment supplier during:</p> <p>i. Testing the functionality of the installed equipment: Score 1 or else 0</p>	<p>There was evidence that Kamuli LG had overseen the irrigation equipment supplier during testing the functionality of the installed equipment. This was evident in the project progress report dated 27th/August/2021 prepared by the senior agricultural engineer. However, it could not be verified in the site book that LG officials over the supplier during testing functionality of the installed equipment.</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>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</p>	<p>There was evidence that Kamuli LG oversaw the irrigation equipment supplier during hand over of equipment to the approved farmer. This was evident in the project progress report dated 27th/August/2021 prepared by the senior agricultural engineer. In addition, site books indicated that the LG officials handed over installed irrigation equipment to approved farmers on 29th/July/2021 and 18th/July/2021.</p>	1

<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>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</p>	<p>Evidence presented and reviewed by the assessor by way of payment request and contracts indicate that payment was done within specified time frame of 10 working days, subject to presence of the Approved Farmers Signed Acceptance Form. The sampled contracts are indicated below;</p> <ol style="list-style-type: none"> <li>1. Payment voucher no. 37534470 with UGX 19,580,000, supply and installation of micro-scale irrigation equipment at Butyama village. Beneficially farmer, Galisansana Vicent, Tel 256751688370, signed on the Acceptance Form confirming that equipment is working well on the 25/06/2021, Request done on the 17/06/21 and recommend for payment by District Agricultural engineer, DPO, CFO and CAO on the 21/06/21 and finally payment done on the 24/06/2021;</li>   <li>2. Payment voucher no. 37534391 with UGX 19,905,500, supply and installation of micro-scale irrigation equipment at selected sites in Waiswa Robert farm at Buwaibale village. Beneficially farmer, Waiswa Robert, Tel 256704811576, signed on the Acceptance Form confirming that equipment is working well on the 22/06/2021, Request done on the 18/06/2021 and recommend for payment by District Agricultural engineer, DPO, CFO and CAO on the 21/06/2021 and finally payment done on the 24/06/2021;</li>   <li>3. Payment voucher no. 37534390 with UGX 19,990,000, supply and installation of micro-scale irrigation equipment at selected sites in Eyiga Jimmy's farm at Kisaikye village. Beneficially farmer, Kayanga Harriet, Tel 256754438818, signed on the Acceptance Form confirming that equipment is working well on the 22/06/2021, Request done on the 18/06/2021 and recommend for payment by District Agricultural engineer, DPO, CFO and CAO on the 21/06/2021 and finally payment done on the 24/06/2021.</li> </ol>
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13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0</p>	<p>There was evidence that the LG had a complete procurement file for each contract with all records required by the PPDA Law as follows;</p> <p>For the project of supply and installation of micro irrigation equipment at Kaalya's farm at Busuuli village in Bupadhengo Parish, Nawanyago sub-county in Kamuli district, awarded on 7th may 2021 to Twegaite Company limited, KAMU517/SUPLS/20-21/00017 with a total contract sum of Ugx. 19,610,000. This contract was approved by Contracts committee under minute number, KDCC/116/2021/4/2 with an evaluation report dated 28th April 2021 and a contract agreement dated 14th may 2021.</p>	2
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**Environment and Social Safeguards**

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0</p>	<p>There was no evidence availed to show that Kamuli LG had documented grievances. In addition, the nature and avenues to address grievances were not displayed on production noticeboard at the time of 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> <p>i). Recorded score 1 or else 0</p> <p>ii). Investigated score 1 or else 0</p> <p>iii). Responded to score 1 or else 0</p> <p>iv). Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence provided that showed that Micro-scale irrigation grievances have been recorded.</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> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence provided that showed that Micro-scale irrigation grievances have been investigated.</p>	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence provided that showed that Micro-scale irrigation grievances have been responded to.</p>	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence provided that showed that Micro-scale irrigation grievances have been reported on in line with LG grievance redress framework.</p>	0
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**Environment and Social Requirements**

15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p> <p>score 2 or else 0</p>	<p>There was evidence that Kamuli LG had disseminated microscale irrigation guidelines. MoUs between LG and farmers hosting the demos were signed. The MoUs for Mr. Galisansana Vincent, Mr. Kalya stephen and Mr. Isabirye Zevuline were signed on 28th/April/2021, 23rd/April/2021 and 15th/June/2021 respectively.</p>	2
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15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.  i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	There was no evidence provided that shows that costed ESMPs for micro-irrigation projects were incorporated into designs, BoQs, bidding and contractual documents.	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	There was evidence provided to show that 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 was done. This is evidenced by the "Monitoring Reports dated 25/06/2021 and 29/07/2021, signed and stamped by EO and DCDO.	1
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was evidence provided to show that E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects. This is evidenced by signed certification forms for example certification forms numbered KDLG/550/1/2020-2021/03, KDLG/550/1/2020-2021/06, KDLG/550/1/2020-2021/04, KDLG/550/1/2020-2021/07, KDLG/550/1/2020-2021/05, KDLG/550/1/2020-2021/02,all dated 23/07/2021.	1
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was evidence provided to show that E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects. This is evidenced by signed certification forms for example certification forms numbered KDLG/550/1/2020-2021/03, KDLG/550/1/2020-2021/06, KDLG/550/1/2020-2021/04, KDLG/550/1/2020-2021/07, KDLG/550/1/2020-2021/05, KDLG/550/1/2020-2021/02,all dated 23/07/2021.	1

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited;</p> <p>a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p>The appointment letter was provided by the HR department to show that Isabirye Ali was recruited the Senior Agriculture Engineer on 17th October 2017 under Ref no: CR/156/1..</p>	70
<b>Environment and Social Requirements</b>				
2	<p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p>	<p>If the LG:</p> <p>Carried out Environmental, Social and Climate Change screening</p> <p>score 30 or else 0.</p>	<p>The micro-irrigation projects for current FY have not started since the beneficiaries are not yet selected, thus, no Environmental, Social and Climate Change screening had been carried out. However , the was evidence provided that the LG carried out Environmental, Social and Climate Change screening for micro-irrigation projects for previous FY as evidenced by availed Environmental, Social and Climate Change screening forms signed/stamped by Environment Officer and DCDO. For example; Supply and installation of micro irrigation demo site at Butyama village dated 23/11/2020; Micro-scale irrigation demo at Nawansoso village , kitayonjwa sub county dated 26/05/2021; installation of micro-irrigation demo site at Nakaato village , Magogo sub county dated 23/05/2021.</p> <p>From the 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>	30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
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.	From the obtained appointment letter from the Human Resource Management (HRM) Division, there was evidence to show that Mufumba Daniel file No: CR/D/16347, was recruited Civil Engineer (Water) on 11th April 2019 under letter Ref: CR/156/1.	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The Human Resource Management (HRM) Division provided staff appointment letter to show that Kaliisa Joel, file No:KAML/P.16345, was recruited Assistant Water Officer for mobilization on 26th October 2010 under letter Ref: CR/156/1.	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	From the obtained appointment letters from the Human Resource Management (HRM) Division, Tom, file No: CR/D/13277 was recruited for the position of Borehole Maintenance Technician on 16th January 2001 under Ref No: CR/156/1.	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 yet to be filled and therefore, it is 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>	e. 1 Environment Officer, score 10 or else 0.	From the reviewed staff appointment letter obtained from the Human Resource Management (HRM) Division, it was confirmed that Mutyabule Charles Naluswa, file No: KAML/P.13309 was recruited Environment Officer in a letter dated 10th October 2013 under Ref No: CR/156/1.	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	It was confirmed that Babirye Bridget, file No: CR/P/13672, was recruited Forestry Officer on 9th July 2020 under Ref No: CR/156/1 after reviewing staff appointment letter availed by the Human Resource Management (HRM) Division.	10

**Environment and Social Requirements**

2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.</p>	<p>There was evidence that the LG carried out Environmental, Social and Climate Change screening for all borehole drilling projects and the piped water project. This was evidenced by individual Environment and Social screening forms signed/stamped by Environment Officer and DCDO. For example, Siting, drilling and construction of hand pump at Busikwe, Buganza, bulope,bugobi villages, dated 31/05/2021; butomasi village dated 11/09/2020 and Namwendwa sub county, Ndalike, Nalike trading centre dated 8/09/2020; and Establishment of piped water system at the Bugobi village , Namasagali sub county dated 23nd /09/ 2020.</p>	10
2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.</p>	<p>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.</p>	10
2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p>	<p>c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.</p>	<p>The LG availed drilling permits issued on 22/June/2020; Number: DP71209/DW2020 for East Africa Boreholes LTD; KAM15/DP-01704/2021/RR issued on 17/06/2021 for REDDYS BOREHOLE AND TECHNICAL SERVICES LTD; KAM04/DP-00662/2021/RR, issued on 27/05/2021, for KLR UGANDA LTD. However, for the piped water system, no evidence was availed to show that the water abstraction permit was obtained prior to water abstraction phase.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
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>Evidence provided shows that Dr. Fred Duku, file No: KAML/P.16872 has been assigned to act as the District Health Office in a letter dated 5th June 2020 under Ref: CR/156/1. Substantively Fred is also recruited for the position of a Senior Medical Officer on an appointment letter dated 24th April 2017 Ref: No: CR/156/1.</p> <p>Evidence provided shows that this vacant position is included in the recruitment plan of FY2021/2022, letter dated 22/9/2021, Ref: ARC 6/293/05, "REQUEST FOR CLEARANCE TO FILL CRITICAL VACANT POSITIONS and an approved letter dated 11/10/2021, Ref: CR/156/2, "CLEARANCE TO FILL VACCANT POSITIONS ON REPLACEMENT BASIS FY 2021/2022".</p>	0
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>In the availed letter of appointment dated 3rd January 2019, Ref No:CR/156/1, Lyagoba Moses file NO: KAML/P.10896 was recruited Assistant District Health Officer Maternal, Child Health and Nursing.</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>In the letter of appointment provided, Mulindwa Alex file No.; KAML/P.13363, was recruited Assistant District Health Officer Environmental Health on 29th April 2015 under Ref: CR/156/1.</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>Evidence was shown in an appointment letter dated 26th May 2017 under Ref: CR/156/1, that Kaiza Winfred file no; KAML/C/13370 was recruited Principal Health Inspector.</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>Evidence was not provided to show that the position of Senior Health Educator was filled neither is it planned for in the FY2021/2021 recruitment plan.</p>	0
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>Evidence provided shows that since the demise of the position holder, it has not yet been filled</p>	0
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>There was no evidence provided to show that the position of District Cold Chain Technician was filled. Kalyoki Peter Joseph file No; KAML/P.13432, who is substantively recruited as the Cold Chain Technician on 7th July 2014 is now acting as the District Cold Chain Technician. However, neither evidence of secondment letter nor appointment letter for the District Cold Chain Technician was provided.</p>	0



1 New\_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.

*Applicable to MCs only.*

*Maximum score is 70*

1 New\_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

i. Principal Health Inspector, score 20 or else 0.

*Applicable to MCs only.*

*Maximum score is 70*

1 New\_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

j. Health Educator, score 20 or else 0

*Applicable to MCs only.*

*Maximum score is 70*

## **Environment and Social Requirements**

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

If the LG carried out:

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

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 DCDO. For example , the availed screening form for Construction of a 4 stance pit latrine at Kinawampere Health Centre III dated 15/09/2020; Construction of a 4 stance pit latrine at Kamuli General Hospital with Urinals and hand washing facility dated 23/09/2020

Maximum score is 30

Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out:

Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)

Maximum score is 30

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

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.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.  <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	Evidence provided in an appointment letter reviewed shows that Waibi Joseph file No: CR/P/13635, was recruited District Education Officer on 15th July 2016 under Ref: No; CR/156/1.	30
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.  <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	In the reviewed appointment letters, evidence provided shows that, all District inspectors of schools were recruited;-  - Kanakulya Ibrahim, the Senior Inspectors of schools was recruited on 15th November 2006;  - Kisa Alitwala Annet, Inspector of Schools, was recruited on 13th May /2019 under Ref:CR/156/1 and  - Lyada Dennis, Inspector of schools, was recruited on 5th May 2022 under Ref: CR/156/1.	40
<b>Environment and Social Requirements</b>				
2	Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)  <i>The Maximum score is 30</i>	If the LG carried out:  a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.	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 DCDO. For example the Environment and Social screening forms for  Construction of two classroom blocks at bulimira primary school, Kagumba sub county dated 28th /09/ 2020; Construction of a 2 classroom block at Kinawampere primary school, Namwendwa sub county dated 21/09/2021; Construction of a 5 stance lined latrine at Kadiki Primary School , Namwendwa sub county dated 05/10/2020; Construction of a 2 unit staff house at Kasaka Primary School, dated 22/09/2020.	15

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

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

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
<b>Human Resource Management and Development</b>				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0</p>	<p>Evidence provided shows that Joyce Kiyuba Kiswiriri file No. CR/P/13713 has Substantively been recruited as Senior Finance Officer on 24th April 2017 under CR:CR/156/1 and is acting as Chief Finance Officer. However, no evidence was provided to show her letter of appointment neither secondment in this position.</p> <p>As per evidence provided in the approved list of positions to be filled, "CLEARANCE TO FILL VACCANT POSITIONS ON REPLACEMENT BASIS FY 2021/2022, the position of Chief Finance Officer was not included.</p>	0
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>b. District Planner/Senior Planner, score 3 or else 0</p>	<p>Evidence provided shows that Banafamu Robert, file No. CR/D/13196 was recruited District Planner on 3rd May 2005 and given an appointment letter under Ref No: CR/156/1.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>c. District Engineer/Principal Engineer, score 3 or else 0</p>	<p>Mulondo Grace, file No: KAMPL/P.13632 who was substantively appointed on 13th June 2008 under Ref: No; CR/156/1 as the Senior Civil Engineer is acting as the District Engineer. He was given an assignment letter on 18th October 2012 under Ref No: CR/156/1.</p> <p>Subsequently, in the recruitment plan of FY2021/2022 letter dated 22/9/2021 under Ref: ARC 6/293/05 the position of District Engineer has been advertised.</p>	0

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0</p>	<p>The HR department availed staff appointment letter and it was confirmed that Isabirye Robert File no: KAM/P.10986 was recruited District Natural Resources Officer on 4th October 2013 under letter Ref No: CR/156/1.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>e. District Production Officer/Senior Veterinary Officer, score 3 or else 0</p>	<p>As per evidence reviewed in an appointment letter on accelerated promotion, Musenero Richard file No: CR/D/10227 was recruited District Production Officer on 18th January 2010 under Ref No: CR/156/1.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>f. District Community Development Officer/Principal CDO, score 3 or else 0</p>	<p>Staff letter of appointment availed shows that Mmerewoma Leo file No: KAM/CP.13651, was recruited District Community Development Officer and given an appointed letter on 20th May 2013 under Ref No: CR/156/1.</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0</p>	<p>Evidence provided shows that Inhensiko Monic file No: KAMPL/P.13158, who substantively recruited on 13th May 2019 under Ref no: CR/156/1 as the Senior Commercial Officer was acting in the position of the District Commercial Officer. However, no evidence was provided to show that she was seconded neither assigned as District Commercial Officer.</p> <p>Subsequently, In the recruitment plan of FY2021/2022 dated 22nd September 2021 under Ref No: ARC 6/293/05 the position of District Commercial Officer has been advertised.</p>	0
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.</p>	<p>Mwiru Emmanuel File No: KAM/P.13598, recruitment as the Senior Procurement Office was carried out on 31st May 2012 in an appointment letter under Ref No: CR/159/1.</p>	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	The Procurement Officer, Mr. Mugombya Samuel file No:CR/P/3595 was recruited on 15th March 2018 under Ref: No: CR/156/1.	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	Mr. Makoosi Baker file No: KDLG/DSC/02/2017 was given letter of assignment on 9th March 2021 under Ref no: CR/156/1 to act in the position of the Principal Human Resource Officer. However, neither secondment nor appointment letter was shown to the assessor to confirm his appointment.	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.	j. A Senior Environment Officer, score 2 or else 0	In Mufumba Daniels' File No: CR/D/16347 and letter of appointment provided, it was confirmed that he was recruited Senior Environment Officer on 11th April 2019 under Ref No: No: CR/156/1.	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.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	Evidence provided shows that Festo Igaduba who was substantively recruited as the Staff Surveyor on 7th July 2014 under Ref No: CR/156/1 is at the same time acting as the Senior Land Management Officer. Letter of assignment as prove of his engagement was issued on 14th October 2021 under Ref no: KAML/P, however, without letter of secondment.	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	Evidence provided shows that Murangira Pius, file No: CR/D//13464 was recruited Senior Accountant and was awarded letter of appointment on 9th July 2020 under Ref No: CR/156/1.	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.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	Kifuse Alex, file No: KAMPL/P.13157 was recruited Senior Accountant based on reviewed letter of appointment dated 31st May 2012 under Ref No: CR/159/1.	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p>There was evidence in the appointment letter to show that Makoosi Baker file No: KDLG/DSC/02/2017, was recruited Senior Accountant on 19th June 2019 in a letter Ref No: CR/156/1.</p>	2
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG  Maximum score is 15</p>	<p>a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).</p>	<p>As per evidence provided in letters of appointment reviewed, the following Senior Accounts Secretaries were recruited: -</p> <ul style="list-style-type: none"> <li>- Mirembe Dinah file No: CR/D/13294 was recruited on 10th July 2003 under Ref No: CR/156/1;</li> <li>- Musota John Bosco file No: CR/P/13562, was recruited on 15th November 2006 under Ref No: CR/156/1;</li> <li>- Sentongo Simon file No: CR/13557, was recruited on 17th October 2017 under Ref No: CR/156/1;</li> <li>- Moses Tidhomu BW file No: KAML/P.13558, was recruited on 15th November 2006 under Ref No: CR/156/1;</li> <li>- Weyale Andrew file No: KAML/CP.13333, was recruited on 24th April 2017 under Ref No: CR/156/1;</li> <li>- Kirya George file No: KAML/CP.13557, was recruited on 15th November 2006 under Ref No: CR/156/1;</li> <li>- Namwase Juliet file No: KAML/CP.13648, was recruited on 14th December 2009 under Ref No: CR/156/1;</li> <li>- Kiyimba Paul file No: KAML/CP.13291, was recruited on 10th July 2003 under Ref No: CR/156/1;</li> <li>- Tumwebaze Dennis file No: KAML/P.13648, was recruited on 14th August 2008 under Ref No: CR/156/1;</li> <li>- Wabusigo Benard file No: KAML/CP.13606, was recruited on 14th August 2008 under Ref No: CR/156/1;</li> <li>- Mawerere Grace file No: KAML/CP.13644, was recruited on 4th July 2013 under Ref No: CR/156/1;</li> <li>- Mutyaba Irene file No:</li> </ul>	5



KAML/CP.13321, was recruited on 20th October 2004 under Ref No: CR/156/1;

- Kiyuba Simon file No: KAML/D/13295, was recruited on 10th July 2003 under Ref No: CR/156/1;

- Mitala Moses file No: KAML/P.13646, was recruited on 19th January 2021 under Ref No: CR/161/1;

- Olweny Peter Aloysius, file NO:CR/D/10312, was recruited on 2nd August 2019.

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 provided shows that all the CDOs in all LLGs were recruited and positions filled, among others;

- Nambi Irene was recruited on 17th October 2017 in an appointment letter Ref no: CR/156/1;

- Kyabaaki Dorothy, was recruited on 1st June 2016 in an appointment letter Ref no: CR/156/1;

- Nsooli Justine, was recruited on 24th May 2011 in an appointment letter Ref no: CR/156/1;

- Kasiri Mwajuma, was recruited on 17th October 2017 in an appointment letter Ref no: CR/156/1;

- Namasoga Lydia, was recruited on 24th May 2011 in an appointment letter Ref no: CR/156/1;

- Mudondo Winny, was recruited on 9th July 2020 in an appointment letter Ref no: CR/156/1;

- Kagodo Samuel, was recruited on 9th July 2020 in an appointment letter Ref no: CR/156/1;

- Babirye Eva, was recruited on 9th July 2020 in an appointment letter Ref no: CR/156/1;

- Anyango Dona, was recruited on 9th July 2020 in an appointment letter Ref no: CR/156/1;

- Ababiri Ronald, was recruited on 17th October 2017 in an appointment letter Ref no: CR/156/1 and

- Babirye Barbra, was recruited on 17th October 2017 in an appointment letter Ref no:CR/156/1.

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.

As per evidence provided in staff letters of appointment reviewed, the following SAA have been recruited:-

- Kaudha Cissy, file No: KAML/P13324 was recruited on 29th September 2005, Ref: CR/163/2;

- Wakabi Michael file No: KAML/P.10212 was recruited on 15th July 2016, Ref: CR/161/1;

- Akoyo Paul file No: KAML/P.10202 was recruited on 15th July 2016, Ref: CR/161/1;

- Mugimba Phoebe file No: CR/P/13543, was recruited on 25th July 2017, Ref: CR/156/1;

- Binze Robert file No: KAML/CP.13325, was recruited on 20th October 2004, Ref: CR/156/1;

- Musenze Felix file No: was recruited on 21st August 2017 Ref: CR/161/3;

- Nakisekka Lydia file No: CR/P/13538 was recruited on 25th July /2017 Ref: CR/159/1;

- Mbiira Moses file No: CR/D/11005, was recruited on 22nd June 2000, Ref: CR/156/1;

- Waziko Ronald file No: KAML/CP.13648, was recruited on 25th July 2017, Ref: CR/156/1;

- Tabingwa Johnson file No:CR/D/10160, was recruited on 5th October 1995 and

- Akoyo Paul, was recruited on 5th October 1995 in an appointment letter Ref. No;CR/156/1

### Environment and Social Requirements

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 previous FY final accounts for the year ended 30th June 2021 availed, and submitted to the Accountant General on 31/8/2021, the Natural Resource Budget on page 17 was UGX 230,183,149, warranting for this area was UGX 230,183,149, and Actual spending was UGX 229,753,636. Therefore, the LG did not release 100% of the funds to Natural resources.

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	Evidence from the annual report for the year ended 30th June 2021, page 17, Community Based Services Department Budget was UGX 1,217,205,824, warranting for this area was UGX 524,695,334, and Actual spending was UGX 521,431,141. Therefore, the LG did not release 100% of the funds to community Based Services department.	0
	Maximum score is 4	b. Community Based Services department.  score 2 or else 0.		
4	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.	a. If the LG has carried out Environmental, Social and Climate Change screening,  score 4 or else 0	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 Construction of administration block phase III dated 28/09/2020 and signed/stamped by both the Environment officer and DCDO.	4
	Maximum score is 12			
4	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.	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),	The DDEG project (Construction of administration block phase III) did not necessitate Environment and Social Impact Assessments (ESIAs) since it involved continuation on an already existing building where the impact to the environment minimal.	4
	Maximum score is 12	score 4 or 0		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;	The evidence availed showed that the ESMP had been Costed and signed by both the Environment officer and DCDO. For example, the ESMP for "Construction of administration block phase III" dated 30/09/2020.	4
	Maximum score is 12	score 4 or 0		

**Financial management and reporting**

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 did provide 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 21/05/2021 after the deadline of 28th February 2021.</p>	0
	<p>maximum score is 10</p>	<p>score 10 or else 0.</p>	<p>Likewise, the LG did provide 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 14/04/2021 after the deadline of 28th February 2021.</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 12/06/2020, which is within the deadline 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>The Annual Performance report was submitted but inventory schedules obtained from MoFPED provide no actual dates of submission.</p>	0
	<p>maximum score 4 or else 0</p>	<p>score 4 or else 0.</p>	<p>However, from the LG verification, submission of an annual performance report of 2020/2021 was on 25/10/2021 after the deadline of August 31st, 2021.</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>No data was availed to the assessor from MoFPED concerning this indicator. However, from the LG verification, all the four Quarterly Budget Performance Reports of the previous FY were submitted although quarter 4 was after the deadline of August 31st, 2021 as follows;</p>	0
	<p>Maximum score is 4</p>	<p>score 4 or else 0.</p>	<ol style="list-style-type: none"> <li>1. Quarter 1 – 02/10/2020;</li> <li>2. Quarter 2 – 04/01/2021;</li> <li>3. Quarter 3 – 05/04/2021; and</li> <li>4. Quarter 4 – 25/10/2021</li> </ol>	