



## Local Government Performance Assessment

Kiruhura District

(Vote Code: 562)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	60%
Education Minimum Conditions	30%
Health Minimum Conditions	70%
Water & Environment Minimum Conditions	55%
Micro-scale Irrigation Minimum Conditions	0%
Crosscutting Performance Measures	85%
Educational Performance Measures	96%
Health Performance Measures	82%
Water & Environment Performance Measures	90%
Micro-scale Irrigation Performance Measures	0%

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>The team sampled and visited 2 schools which benefitted from the only project of provision of furniture (137 School desks) to UPE Primary Schools implemented using DDEG funding. The purpose of the visit was to establish whether furniture was received in the institutions and whether it was being utilized as per the purpose of the project.</p> <p>The team noted that Kashwa and Rushere Primary Schools located in Kiruhura Town Council and Keshunga Sub-county each received 15 and 13 pieces respectively. The numbers matched with the distribution schedule issued by the DEO dated 5th may, 2020 ref. EDUC/305/1. The desks were clearly engraved with School name and funding agency i.e funded by DDEG At the time of our visit to Kashwa Primary School the desks were being used by P7 candidates in the classroom.</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>Performance Assessment of LLG had not yet been brought on board.</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>The only DDEG investment planned for implementation during FY 2019/2020 as per Annual Work Plan (AWP) and performance contracts was completed. The completion was confirmed by the Final monitoring Report issued by the Assistant Engineering Officer dated 19th June, 2020 satisfying full supply of 137 school desks as per the performance contract. This was provision of Furniture to UPE Primary Schools namely: Kijuma, Burunga Mbagu, Kaitanturegye, Kyeibuza, Rwomugina, Nshwere, Bisheshe and Rushere Primary Schools.</p> <p>Completion rate was therefore <math>1/1 \times 100 = 100\%</math></p>	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>The only DDEG project planned and implemented by the District was eligible as per the Grants, Budget and Implementation Guidelines as noted on page 9 of the Guidelines for Administration and Primary Education activities. The project was planned for as noted in the AWP and Budget for FY 2019/2020 at the following Cost: 1. Provision of furniture to UPE Primary Schools as noted on page 49 of the AWP at a budget of shs.20,645,000</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>The variation in the contract price and Engineers estimates for the only DDEG funded investment was compliant with the provision of being within +/- 20% as below:</p> <p>The provision of furniture to UPE Primary Schools: Kijuma, Burunga Mbagu, Kaitanturegye, Kyeibuza, Rwomugina, Nshwere, Bisheshe and Rushere Primary Schools was contracted at UShs.20,433,824 while the planned budget was 20,645,000. Then, variation was <math>(20,645,000 - 20,433,824) / 20,645,000 \times 100 = 1.02\%</math></p> <p>The supply of 137 schools' desks Ref. KIRU 562/WRKS/2019-20/00016 was contracted to Kamutani Ug. General services ltd at 20,433,824. The planned budget estimates was 20,645,297.</p> <p>Variation was <math>(20,433,824 - 20,645,297) / 20,645,297 \times 100 = 1\%</math></p>	2

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,</p> <p>score 2 or else score 0</p>	<p>The LG had (10) LLG and three (3) were sampled; Kinoni, Kanyaryeru and Sanga Town council.</p> <p>In all the LLG sampled there was evidence that staffing standards were accurate and corresponds with the list from HRM office for instance;</p> <ul style="list-style-type: none"> <li>• Kinoni Sub county the number of staff per staff list was 7 staff.</li> <li>• Kanyaryeru Sub county the number of staff per staff list was 8 staff.</li> <li>• Sanga Town council the number of staff per staff list was 15 staff.</li> </ul>	2
4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> <li>• If 100 % in place: Score 2, else score 0.</li> </ul> <p><b>Note: if there are no reports produced to review: Score 0</b></p>	<p>The Final Monitoring Report was on provision of furniture to UPE Schools in the District funded by DDEG for FY 2019/2020 dated 19th June, 2020 issued by the District Assistant Engineering Officer indicated 100% supply of 137 three seat desks ordered were delivered.</p>	2
5	<p>Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p>	<p>Performance Assessment of LLG had not yet been brought on board</p>	0

5	Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.  Score: 2 or else score 0	Performance Assessment of LLG had not yet been brought on board	0
5	Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:  Score 2 or else score 0	Performance Assessment of LLG had not yet been brought on board	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	Kiruhura DLG submitted staffing requirements for the coming FY 2021/22 to the MoPS on 14th September, 2020 to MoPS the staffing requirements for FY 2021/22 and MoPS on 14th September, 2020 through letter ARC 6/293/05 provided the clearance.	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	The analysis report on daily attendance to duty from the staff attendance book for all the FY under review was in place signed by CAO on 31st July, 2020.	2

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>There was evidence of appraisal for all heads of departments from the reviewed annual performance reports;</p> <ul style="list-style-type: none"> <li>• Tukahirwa Norah Kagyenyi DCDO was appraised by Kiberu Charles Nsubuga the CAO on 15th July, 2020.</li> <li>• Nankunda Scovia Burosho District Commercial officer was appraised by the CAO on 3rd September,2020.</li> <li>• Asiimwe Karimu Grace district production officer was appraised by the CAO on 11th August,2020</li> <li>• Namara Deborah District Natural Resources officer was appraised by the CAO on 11th August, 2020</li> <li>• Manyiraho James District Engineer was appraised by the CAO on 6th July, 2020.</li> <li>• Atwiine Johnson District planner was appraised by the CAO on 4th August, 2020</li> <li>• Muhoozi Patrick CFO was appraised by the CAO on 7th July, 2020</li> <li>• Kanya David Ivan DHO was appraised by the CAO on 14th July, 2020</li> <li>• Mwine Lamech Mirembe DEO was appraised by the CAO on 14th July, 2020.</li> </ul>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>Rewards and sanction committee held a meeting on 6th October, 2020 under Min. No. 9/030/2020 in which they rewarded Byamukama Robert assistant record officer with letter of appreciation for Good work done.</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>Consultative Committee was established on 11th July 2019 with five members including D/CAO, PHRO, DCDO, DEO and DHO. File no. was CR/157/1.</p>	1

8	Payroll management  Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:  Score 1.	The LG had planned to recruit in the 4th Quarter of FY 2019/20. An external advert was run in the New Vision of 23rd April, 2020. Applications were received directly or online however the shortlisting and interviewing of candidates could not be conducted because of the Covid-19 lockdown.  The Public Service Commission through the External Circular, No. 3/2020 of 17th June, 2020 signed by Justice Ralph W Ochan guided that adverts that were running before and during Covid-19 be extended after Lockdown for the equivalent to the period that was affected by the Lockdown	1
9	Pension Payroll management  Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:  Score 1.	There was evidence that all the retired staff in previous FY 2019/2020 accessed pension payroll. 6 staff retired and accessed for instance;  • Kiiza Benon Karinkiza IPPS No. 479341 head teacher retired on 30th June, 2020 accessed July, 2020.  • Godfrey Mander Oyesigye IPPS No. 479561 Head teacher retired on 6th July, 2019 accessed in August, 2019.  • Nathan Muhairwe Senior Educator Assistant IPPS No. 479526 retired on 14th June, 2020 accessed July,2020.	1

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

10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery  Maximum 6 points on this Performance Measure	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:  Score 2 or else score 0	The District executed direct DDEG transfers to all the 8 Sub-counties and 2 Town Councils in accordance with the requirements of the budget as follows:  • On 18th August, 2019 1st quarter disbursement was made where by all the sub-counties received Shs. 61,050,853 and Town Councils UShs.9,476,564.  The requirement being that the budget was divided into three equal transfers, the same amounts were received in 2nd and 3rd quarters on 20th October, 2019 and 27th January, 2020 respectively.	2
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10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget: (within 5 working days from the date of receipt of expenditure limits from MoFPED):</p> <p>Score: 2 or else score 0</p>	<p>Kiruhura District CAO made the warrants for FY 2019/2020 in three equal installments as follows:</p> <p>1st Quarter on 29th July, 2019 for UShs.790,775,581 for Development DDEG inclusive.</p> <p>2nd and 3rd for the same amounts each quarter on 14th October, 2019 and on 20th January, 2020 respectively.</p> <p>Timeliness of warranting could not be established because the dates when cash limits were loaded by MoFPED could not be noted on the system.</p>	2
10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>DDEG transfers to LLGs by the District were made as follows: 1st Quarter transferred on 18th August, 2019 of Ushs. 61,050,853 for the 8 Sub-counties and UShs.9,476,564 for the 2 Town Councils. The same amounts for 2nd and 3rd Quarters on 20th October, 2019 and 20th January, 2020 respectively. However, timeliness could not be established for the same reason as given above.</p>	2
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>Kiruhura District conducted mentoring exercises for all the LLGs on a quarterly basis as follows:</p> <p>1st Quarter the session was held on 31st September, 2019. Some of the topics in discussion were: i. staff attendance to duty, performance management ii. Book keeping and accountability iii. Development planning</p> <p>2nd Quarter it was conducted on 30th November, 2019. Topics discussed included i) Support to the new CDOs on OVC case management ii. BFPs for 2020/2021 aligned to PBS iii) Preparation of quarterly financial statements and reporting</p> <p>3rd Quarter mentoring done on 10th March, 2020 and discussed i) mentoring newly recruited CDOs in labour law ii) support in drafting budget for FY 2020/2021 iii) bank reconciliations and filling tax returns.</p> <p>4th Quarter it was conducted on 10th June, 2020. Topics included i) Foot and Mouth diseases ii) East Coast Fever management iii) RVF Management.</p> <p>Reports were compiled by the District planner and addressed to the CAO.</p>	2



11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p>	<p>The District monitoring reports were produced and presented to the District TPC for discussion in their meeting held on 8th October, 2019 under Min. 8/DTPC/10/20019. Monitored Kitura Primary School, Kitura S S to check on teachers' attendance, display of grants. At Kitura HC III checked on UGIFT project and drug stores. 2nd Quarter on 14th December, 2019 Monitored completion works of Kitura Dam, UGIFT project at Nshwere undergoing procurement process, construction of classrooms at Kyakabunga Primary School, and construction of 6 water tanks. 3rd Quarter on 10th March 2020 under Min. 7/ DTPC/03/2020. Discussed construction of 6 water tanks, 8 borehole drilling, UGIFT project at Nshwere, Kitura HC III and Rweshande HC II respectively. 4th Quarter on 10th June, 2020 under Min. 9/DTPC/01/2020 reviewed procurement of motorcycles and laptops, Kitura and Rweshande HC III completion stage, borehole and construction works at Kashwa and Bisheshe Primary Schools respectively.</p>	2
		<p>Score 2 or else score 0</p>		

### Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p>	<p>The District was uploaded on the IFMS and was upgraded to Tie 1 FY 2019/2020. It maintained an Asset Register module to manage the assets. A print out endorsed by CAO and CFO was availed to the team for review. The register had the following sections: Land, Transport Equipment, Office Equipment, Medical Equipment, Machinery, Buildings, ICT Equipment, Furniture and Fittings. Each category had its own details. For example, land had the following details: Description, Asset category class, asset category sub-class, Site/Plot No., Title Deed No., Plot Type, Date of purchase, Purpose, Cost of land, Vote, Department, Section, Physical Location, Date placed in service, Asset additional information.</p>	2
		<p>Score 2 or else score 0</p>		
		<p><b>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</b></p>		

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p>	<p>The District compiled a Board of Survey Report which was submitted by CAO to the Accountant General, MoFPED on 20th August, 2020 ref. CR/108/1.</p> <p>The recommendations for proper asset management were indicated in Section 3 of the report listed on pages 15 to 79 on a department by department, for example under Administration asset management decisions included: 1. Three filling cabinets needed repair 2. Two of the high back chairs should be engraved 3. Digit cameras donated by EGPAF should be disposed off 4. Three computer sets should be disposed off.</p>	1
		<p>Score 1 or else 0</p>		

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

The District had a functional Physical Planning Committee appointed on 13th June, 2019. Members are:

1. Kasagara Edward, D/CAO-Chair
2. Akampurira Ezra- Physical Planner-Kiruhura TC/Secretary
3. Namara Deborah, Environment Officer
4. Manyiraho James, Engineer
5. Black Evans, Surveyor
6. Mwine Lamech, DEO
7. Nuwamanya Moses, Water Officer
8. Tukahirwa Norah, CDO
9. Kanya Ivan, Health Officer
10. Tumuzaire Patrick, Town Clerk, Kiruhura TC
11. Twinobusingye J, Town Clerk, Sanga TC
12. Natekateka Charles, Agricultural Officer
13. Mugabi Justus Private Physical Planner appointed on 28th June, 2019

During FY under review, the committee met quarterly and submitted copy of Minutes to MoLHUD as follows: 1st Quarter on met 26th August, 2019 and submitted minutes on 23rd September, 2019. 2nd Quarter meeting held on 11th October, 2019 and submitted Minutes on 18th October, 2019. In 3rd quarter met on 28th January, 2020 and submitted on 27th February, 2020. In 4th quarter meeting held on 10th June, 2020 and submitted Minutes to MoLHUD on 1st July, 2020.

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>The Accounting Officer appointed a team to undertake the project Desk and Field Appraisal and compiled a Report. For Desk appraisal the team developed the following criteria: 1. Whether the projects was in the District Development Plan 2. Whether the project was in line with DDEG Guidelines. In both cases the team noted the project fulfilled the criteria and they therefore recommended the project for funding.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p>	<p>For the Field appraisal the team followed these criteria: 1. The project was needed by the beneficiaries/school pupils 2. Whether the investment had value for money 3. Bills of Quantities/customized designs were in place. In the final analysis, the team noted that the project was compliant with the criteria.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p>	<p>Project profiles with costing for FY 2020/2021 were developed, compiled and endorsed by the Planner and CAO (not dated). The profiles were presented too TPC for discussion in their meeting held 27th July, 2020 under Min. 7/DTPC/7/2020. Examples of project was Provision of Furniture to UPE Primary Schools including Kijuma, Burunga, Mbaga, Kaitanturegye, Kyeibuza, Rwomugira, Nshwere, Bisheshe, Akatongore, Rushere Primary Schools</p>	1
		<p>Score 2 or else score 0</p>		
		<p>Score 2 or else score 0</p>		
		<p>Score 1 or else score 0.</p>		

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was evidence the LG had screened projects for the current FY by Namara Deborah the Environment Officer and Tukahirwa Norah the CDO for example;</p> <ul style="list-style-type: none"> <li>• Construction of a 2-classroom block with an office and a store at Kashongi primary school in Kashongi Sub County was dated 5th October, 2020 signed by the Environment Officer and CDO with mitigation measures like awareness and sensitization and plant grass.</li> <li>• Construction of a 2-classroom block with an office and a store at Rwobusisi primary school in Kinoni Sub County was dated 24th September, 2020 signed by the Environment Officer and CDO with mitigation measures like providing rain gutters for rain water tapping.</li> <li>• Construction of a staff house at Kiruruma primary school in Keshongi Sub County was dated 5th October, 2020 signed by the Environment Officer and CDO with mitigation measures like re-vegetation and planting of trees.</li> </ul>	2
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>The education sector Procurement Plan FY 2020/21 indicated DDEG projects to include;</p> <p>Construction of teacher's house at Kiruruma p/s was incorporated in LG procurement plan that was approved by LG council on 28th May, 2020 under min. KFC/1/20/05/20, and further submitted in a copy to PPDA in a letter CR/102/1 dated 4th August, 2020.</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0</p>	<p>There was Evidence that infrastructure projects to be implemented using DDEG was approved by the Contracts Committee, for example;</p> <p>The supply of 137 schools' desks Ref. KIRU 562/WRKS/2019-20/00016 was contracted to M/S Kamutani Uganda General services ltd at 20,433,824.</p> <ul style="list-style-type: none"> <li>• The contract evaluation report was approved on 15th October, 2019.</li> <li>• Contracts committee approval for award was on 14th November 2019; Min. 02/14/11/2019-20 (5) (g);</li> <li>• While contract agreement was signed on 4th March, 2020.</li> </ul>	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 the LG had properly established the Project Implementation team to oversee DDEG education projects, the team members were appointed by CAO in a letter dated 3rd December, 2019 Ref.263/1 to oversee the implementation of Rushere, Bisheshe, and Kaswa primary schools' projects.  The list included;  1. DEO- Mr Mwiine L as contract manager.  2. DE- Mr Manyiraho J as Project engineer.  3. Assistant Engineering officer- Mr Bainomugisha, as project supervisor/ Clerk of works  4. Members include DCDO- Mr Kagyenyi N as member, EO- Ms Namara D, SMC and head teachers of respective schools.	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	The LG followed the standard technical designs provided by the LG Engineer for DDEG projects; for example.  The supply of 137 schools' desks Ref. KIRU 562/WRKS/2019-20/00016 was contracted to M/S Kamutani Ug. General services ltd followed the specifications in BOQs as was provided by the LG engineer as below.  Desk top (1.5x0.3) versus (1.5x0.24)  Desk seat (1.5x0.22) versus (1.5x0.19)  Desk height varies by class, however sampled P.6-7  Desk top (0.64) versus (0.66)  Desk seat (0.38) versus (0.38)	1
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	There was evidence that the LG had provided supervision by the relevant technical officers for example; The supervision and monitoring report dated 19th June 2020 for the Supply of 137 desks to schools was done by DEO, Assistant engineering Officer, and Internal Audit.	2

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):  Score 1 or else score 0	Kiruhura DLG verified and certified works before initiating timely payments of contractors as seen below;  The supply of 137 schools' desks Ref. KIRU 562/WRKS/2019-20/00016 was contracted to M/S Kamutani Ug. General services ltd at 20,433,824 was verified and certified as below;  The contractors' requisition was initiated on 16th June, 2020;  Approval by CAO was on 16th June, 2020  The certification was done on 21, June, 2020 by AEO, DEO, Internal Audit, and CAO.  Payments were affected on 25th June, 2020.	1
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13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:  Score 1 or else 0	The LG supply of 137 schools' desks Ref. KIRU 562/WRKS/2019-20/00016 was contracted to M/S Kamutani Ug. General services ltd at 20,433,824 had complete procurement files in place, for example starting from requisition to payment of contractors, for example  <ul style="list-style-type: none"> <li>• Sector procurement requests were submitted to PDU on 26th August 2019.</li> <li>• The contract evaluation report was approved on 15th October, 2019.</li> <li>• CC committee approval for award was on 14th November, 2019; Min. 02/14/11/2019-20 (5) (g);</li> <li>• While contract agreement was signed on 4th March, 2019.</li> <li>• Payment for goods was effected on 25th June, 2020.</li> </ul>	1
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## Environment and Social Safeguards

14	Grievance redress mechanism operational.  Maximum 5 points on this performance measure	a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.  Score: 2 or else score 0	There was evidence the LG had designated a person to coordinate and respond to complaints.  Muganzi Benon the Senior Communication Officer was assigned the responsibility of handling public complaints and feedback on 2nd August, 2018 by the CAO via letter: CR/156/1.  The Eight members Grievance Redress committee comprised of; Mwiine Lamech the DEO, Muganzi Benon the Senior Communication Officer, Manyiraho James the Senior Engineer, Namara Deborah the Senior Environment Officer, Fred Kakuru the PHRO, Norah Kagyenye the DCDO, Kamy David the DHO and Kasagara Edward D/CAO.  All the members were appointed on 3rd November, 2020 by CAO.	2
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14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>There was evidence the LG had a centralized complaints log in form of a black counter book named Kiruhura District LG complaints log where complaints were recorded according to the date when they were lodged in before being responded to by the Grievance Redress Committee.</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 Local Government had publicized the grievance redress mechanisms on the notice board informing the public [the people of Kiruhura District LG] that in case they have grievances, concerns, they should contact the Senior Communication Officer on his phone contact which was indicated there</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>There was evidence Environment, social and climate change interventions were integrated in the LG Development plan on page 48 to page 49 of the Development plan like promotion of domestic hygiene and sanitation campaigns and provision of water harvesting tanks.</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management</p> <p>score 1 or else 0</p>	<p>On 15th August, 2019, the Senior Environment Officer, Deborah Namara communicated to the LLGs on tree planting and waste management, “every Ugandan has a right to a health and clean environment therefore schools are tasked to establish environment clubs, fencing of schools premises, planting trees especially citrus to improve micro environment, establishment School wood lots, establishment Sanitation Clubs and ensuring proper collection and disposal of institutional wastes” the letter read.</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>The project that was implemented was not infrastructural in nature but it was supply of desks to schools therefore incorporation in the BoQs did not apply.</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	The nature of the only project implemented under DDEG which was provision of furniture (137 School desks) to UPE Primary Schools did not call costing of the additional impact from climate change	3
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 1 or else score 0	The nature of the only project implemented under DDEG which was provision of furniture (137 School desks) to UPE Primary Schools did not call for land ownership. When the Assessment team visited the Schools that received the desks Rushere P/S, the desks were clearly marked as proof of ownership.	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	The project was not infrastructural in nature therefore monitoring was not required as it did not apply.	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	The implemented project did not require certifications as it was supply of desks to UPE schools.	1

## Financial management

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>The District which was on IFMS made it monthly bank reconciliations and were up to-date as at 30th October, 2020. The General Ledger Reconciliation Summary and TSA Reconciliation Reports for the period up to 30th June, 2019 revealed that the following reconciled balance in three of the sampled Bank Accounts as follows: 1. General Fund Account at Adjusted Bank Statement Balance at shs.23,468,986. 2. Kiruhura District YLP Recovery Account at 4,353,525 and 3. Kiruhura UWEP Recovery Account at shs.10,278,300.</p> <p>For the months of July, August September and October, 2020 reconciliations had been done. For example, the General Fund Accounts had been reconciled as follows: on 31st July at shs.236,445,354, on 31st August at shs.445,358,515, 30th September at shs.237,757,904 and 30th October shs.472,283,947.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>Kiruhura District produced all the four quarterly internal audit (IA) reports for the previous FY2019/2020 as follows;</p> <p>1st quarter report produced and submitted on 15st October, 2019 addressed to District Chairman,</p> <p>2nd quarter report produced on 15st January, 2020 and submitted to the District chairman,</p> <p>3rd quarter produced on 15th April, 2020</p> <p>4th quarter report produced on 15st July, 2020.</p> <p>There were 3 sets of Internal Audit meetings. The meetings were held on 8th July, 2019, 4th October 2019, and 8th January, 2020.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>The District did not provide information to the Council Chairperson and LG PAC on the status of implementation of internal audit findings for FY 2019/2020</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>The District Public Account Committee held three meeting to review all the four Internal Audit Reports for FY 2019/2020 as follows: on 30th June, 2019 Pac discussed 1st Quarter Reports under Min. KR/LGPAC/04/06/02. They recommended among other; conduct revenue assessment to address the issues, carry out revenue mobilization campaigns. The 2nd Quarter report was reviewed on 13th August, 2020 under Min. KR/LGPAC/04/08/02 and recommended among other introduction of log books and asset registers to address asset mismanagement, noted that St. Peter's Kitura S.S had fully accounted shs.6,820,000 previously questioned. The 3rd and 4th Quarterly report was handled on 20th November, 2020 under Min. KR/LGPAC/04/11/20 and recommended for follow-up UShs.1,280,000 for follow up Trypanomosis and Rift Valley Fever, local revenue shortfall was due to Covid-19 lockdown on markets and Foot and Mouth Diseases, the training of water user committees in their roles and responsibility had improved.</p>	1
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**Local Revenues**

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>Local revenue budgeted for collection by the District during FY 2019/2020 was UShs.1,107,136,000 as noted on page 6 of the Approved Budget for the period. The budget was revised and approved by Council in their meeting of 28th May, 2020 under Min. KFC/4/20/05/20 (iv) to UShs.603,522,311. While the actual revenue collections for the same period was UShs.643,522,100 (as seen in the Draft Final Accounts page 42. The over collection was therefore UShs.39,999,789 representing a ratio of +6.62%. This ratio was within the range of +/- 10% for a score</p>	2
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>OSR collected in FY 2018/2019 was UShs.821,268,816 as seen on page 36 of the Audited Financial Statements for FY 2018/2019 as compared to OSR collections for FY 2019/2020 UShs.643,522,100 (see explanation in 18 above). This was reduction of UShs.177,746,716.</p>	0

20	Local revenue administration, allocation, and transparency  Maximum 2 points on this performance measure.	a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0	The mandatory LLG sharable local revenue was US\$51,864,071 (LST) as noted on page 42 of the Draft Financial Statements for FY 2019/2020. Two requests of transfer of the mandatory share of local revenue to LLGs were made by the Senior Accountant as follows: 1st Request was made on 26/3/2020 and authorized by the Accounting Officer US\$15,352,735. 2nd Request was made on 20/02/2020, approved and paid shs.18,147,024. A total of US\$33,499,759. This was shs. (33,499,759/51846,071)*100 = 64.6% = 65% rounded up as provided in law thus scored.	2
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**Transparency and Accountability**

21	LG shares information with citizens  Maximum 6 points on this Performance Measure	a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0	The District Procurement Plan for FY 2020/2021 endorsed by the CAO and Head of PDU dated July 2020 (date not indicated) was up on the Public Notice Board at the officer of PDU. Likewise awarded contracts and amounts were pinned on the same Notice Board. Examples were 1. Supply of three motorcycles awarded to Toyota (U) Ltd at US\$40,353,615. 2. Construction of a two Classroom Block at Rushere Primary School awarded to M/S Kamutani Uganda Services Ltd at US\$75,005,992. 3. Supply of cutting edges for periodical Maintenance of Soweto-Muko Road awarded to M/S Byali Technical Services at US\$2,805,000	2
21	LG shares information with citizens  Maximum 6 points on this Performance Measure	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	The District performance results for FY 2018/2019 were published on a Notice Board at the entrance to the Main Administration Block. It indicated that the District overall score was 91% and ranked No. 1 out of 175 entries all over the country. Other scores were Accountability Requirement 83%, Crosscutting Performance Measures 86%, Education Sector 92%, Health Sector 98% and Water 87%.	2

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>A Baraza meeting was held on 6th November, 2019 at Kenshunga Sub-county and was attended by over 60 participants with Hon. Minister of General Duties Hon. Mary Okurut Karoro as Chief Guest, Officers from OPM, RDC, Heads of Department, and the general public. The objectives of the meeting were:</p> <ol style="list-style-type: none"> <li>1. To provide opportunity for interface between local communities and their leaders to share public information.</li> <li>2. To create space for citizens advocacy in public affairs and service delivery.</li> <li>3. To create space for citizens' participation in National Development, among others. There was also a Radio Talk Show Programme on service delivery held on 17th February 2020 on Radio</li> <li>4. The programme attracted CAO and Heads of Social and Community Based Services.</li> </ol> <p>The objectives were 1. To create awareness of Government Programmes implemented in the District. 2. To give public accountability on service delivery 3. To obtain feedback from recipients.</p>	1
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>The District made publicly available information on: i) Tax rates were in the Approved Local Revenue Enhancement Plan for 2018-2021 issued on 6th May, 2018. An extract from pages 13 to 16 was endorsed and stamped by Senior Finance Officer and CAO on 24th April, 2019 and pinned on the Notice Board for public consumption. ii) Collection procedures were included in the social mobilization and technical aspects of the strategy including sensitization, meetings, training of revenue collectors, regular revenue inspection audits, e. t. c.</p> <p>However, it was noted that the District did not document any procedures of tax appeals.</p>	0

Reporting to IGG  
Maximum 1 point on  
this Performance  
Measure

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

There was no IGG Report including a list of cases of alleged fraud and corruption compiled during FY 2019/2020. The explanation given was that the District did not experience any such tendencies during the period under review . They were advised next time to submit a Zero Report in order to meet the requirement.

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>School Year 2018</p> <ul style="list-style-type: none"> <li>• Total No. of Candidates registered = 5960</li> <li>• Total absentees = 134</li> <li>• Total Grades (1, 2 &amp; 3) = 4800</li> <li>• Pass rate = <math>4800 \times 100</math> (5960-134) = 82.4%</li> </ul> <p>School Year 2019</p> <ul style="list-style-type: none"> <li>• Total No. of Candidates registered = 2781</li> <li>• Total absentees = 51</li> <li>• Total Grades (1, 2 &amp; 3) = 2472</li> <li>• Pass rate = <math>2472 \times 100</math> (2781-51) = 90.5%</li> </ul> <p>The PLE pass rate increased by 8.1% i. e (90.5-82.4)</p>	4

1

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

Maximum 7 points on this performance measure

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

- If improvement by more than 5% score 3
- Between 1 and 5% score 2
- No improvement score 0

School Year 2018

- Total No. of Candidates = 929
- Absentees = 11
- Total Grades (1, 2 & 3) = 266
- Pass rate =  $266 \times 100$   
 $(929-11)$   
 $= 29\%$

School Year 2019

- Total No. of Candidates = 885
- Total absentees = 11
- Total Grades (1, 2 & 3) = 331
- Pass rate =  $331 \times 100$   
 $(885-11)$   
 $= 37.9\%$

The PLE pass rate increased by 8.9% from 29 % in 2018 to 37.9% in 2019

0

2

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

Maximum 2 points

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

- If improvement by more than 5% score 2
- Between 1 and 5% score 1
- No improvement score 0

Not applicable because LLGs were not assessed.



3	<p>Investment Performance: The LG has managed education projects as per guidelines</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>The Education development grant was used on eligible activities as it was presented in the budget performance report FY 2019/20. For example:</p>	2
	<p>Maximum 8 points on this performance measure</p>		<ul style="list-style-type: none"> <li>• Construction of a 2-classroom block with an office at Bisheshe Primary School on page 82 of Kiruhura DDP II and page 31 of Kiruhura DLG Approved Budget Estimates.</li> <li>• Construction of a 2-classroom block with an office at Kashwa Primary School on page 82 of Kiruhura DDP II and page 30 of Kiruhura DLG Approved Budget.</li> <li>• Construction of a 2-classroom block with an office at Rushere Primary School on page 82 of Kiruhura DDP II and page 31 of Kiruhura DLG Approved Budget.</li> </ul>	
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p>	<p>b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0</p>	<p>There was evidence of certification of works by the Environment officer and the CDO before payment was made as showed below;</p>	2
	<p>Maximum 8 points on this performance measure</p>		<ul style="list-style-type: none"> <li>• M/S Central Contractors Limited on 4th June, 2020 requested for payment of UGX 27,635,460 for construction works of a 2-classroom block with an office at Bisheshe Primary School. The Engineer's certificate of 11th June, 2020 was endorsed by the Environment Officer and CDO 11th June, 2020 and payment was made on 25th June, 2020. The contractor acknowledged payment on 28th June, 2020.</li> <li>• M/S Regitex Technical Services Limited 20th April, 2020 claimed for payment of UGX 52,000,000 for construction of a 2-classroom block with an office at Kashwa Primary School. The Engineer's certificate of works of 23rd April, 2020 was certified by the Environment Officer and the CDO on 23rd April, 2020 and payment was made on 28th May, 2020 and the contractor acknowledged receipt of the money on 28th May, 2020 via company receipt No. 9154.</li> <li>• M/S Kamutani Uganda Services Limited made a payment requisition of UGX 40,000,000 on 15th June, 2020 for Construction of a 2-classroom block with an office at Rushere Primary School. The Engineer's certificate of works worth UGX 32,999,620 was endorsed by the Environment Officer and CDO on 16th June, 2020 and payment was made on 25th June, 2020. The contractor acknowledged payment on 30th June, 2020 via company receipt No. 054.</li> </ul>	

3	Investment Performance: The LG has managed education projects as per guidelines	c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0	The variations in the contract price was within +/- 20% of the MoWT estimates, for example;	2
	Maximum 8 points on this performance measure		<ul style="list-style-type: none"> <li>The construction of two classroom blocks with office at Busheshe p/s Ref. KIRU 562/WRKS/2019-20/00015 was contracted to M/S Central Contractor Uganda Ltd at UShs 74,939,971, while the budget estimates was UShs 75,000,000.</li> </ul>	
			Variation- $(74,939,971 - 74,939,971) / 74,939,971 \times 100 = 0.08\%$	
			<ul style="list-style-type: none"> <li>The construction of two classroom block with office at Rushere p/s Ref. KIRU 562/WRKS/2019-20/00014 was contracted to M/S Kamutani Ug services ltd at UShs 75,005,992, while the reserve price was Ushs 75,000,000.</li> </ul>	
			Var= $(75,000,000 - 75,005,992) / 75,000,000 \times 100 = -07\%$	
			The variation was very minimal; hence the LG engineer was next to accuracy.	
3	Investment Performance: The LG has managed education projects as per guidelines	d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY	The education projects were completed as per work plan in the previous FY as was evident by complete certificates;	1
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> <li>If 100% score 2</li> <li>Between 80 – 99% score 1</li> <li>Below 80% score 0</li> </ul>	Completion certificate for the construction of Busheshe p/s at closure of FY 2019/20 interim certificate dated 11th June 2020 indicated 95%, exclusive of retention- otherwise 100%.	
			Rushere P/S by 16th June 2020 certificate no. 2 indicated coverage of 83%	
			Kaswa P/S by 16th May 2020 had covered 95% exclusive of retention. On average all projects by closure of FY 2020/21 was $(100+83+100) / 3 = 94.3\%$	
4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines	The LG Teacher's staff ceiling was 652 and the UPE teachers in post were 561 serving in 63 GoU Schools.	2
	Maximum 6 points on this performance measure	<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>	$561 \times 100 / 652 = 86\%$	
			This implied that the LG was 86% compliant with the MoES staffing guidelines of one teacher per class.	

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

Maximum 6 points on this performance measure

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

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

The Consolidated Assets register for Kiruhura DLG prepared and forwarded to the CAO on 6th February, 2020 was endorsed by the CAO through date-stamping on 10th February, 2020. The assets (Number of Classrooms, latrine stances, desks and staff houses) of 74 GoU Primary and 5 Secondary Schools were captured by the register.

Percentage of Schools (Primary and Secondary) that met DES guidelines was;

$$79 \times 100$$

$$79$$

$$= 100\%$$

### Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

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

The LG accurately reported on teachers and the respective schools where they were posted and serving. From the three visited Primary Schools of Mitooma II, Kashwa and Rushere, the assessment verified from the teacher's arrival books, the displayed teachers' list and the duty roster the actual presence of the teachers as per the deployment list at the DEO's office. The assessment further verified from the physical roll calling of the Primary Seven teachers that were forum on ground for instance;

- At Mitooma II Primary School, Byaruhanga Bobson the Headteacher and teachers; Mugarura Julius, Akatwijura Roland and Museveni Amos were present. On review of the duty roster and teachers staff list both posted on the walls of the Head teachers' officer against the deployment list at the DEO's office with a total of 08 teachers deployed to that school, the assessment found them tallying well.

- While at Kashwa Primary School, the Headteacher Habiyaremye Emmanuel and Assistant Headteacher Muhereza Gibson and Twijukye Godfrey the Assistant Headteacher (Administration) were found present. The DEO's deployment list had 08 teachers deployed to the School and this was proved by the reviewed Staff list and duty roster for 2020 that were found posted on the walls of the Head teacher's office.

- At Rushere Primary School, Nuwamanya Ronald the Headteacher, Gumusiriza Godwin the DOS and teachers; Turyasiima Ambrose, Mwesigye George and Natumanya Marion were present on the assessment day. The DEO's deployment list had 08 teachers posted to Rushere and this was proved by the reviewed Staff list dated 16th November, 2020 that was posted in the staffroom.

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

Maximum 4 points on this performance measure

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

- If the accuracy of information is 100% score 2

- Else score: 0

The Consolidated School Asset register at the office indicated accurate reporting on the primary school assets. The assessment sampled three schools to verify the records in the consolidated asset register and the findings are presented below; This was verified from the three schools visited for example;

- In the Consolidated Assets register, it was reported that Mitooma II Primary School had; 8 classrooms, 12 stances of pit latrines, 84 desks and 2 staff houses. When the assessment team visited the school, similar assets statistics was presented by the Head teacher.

- In the Consolidated Assets register, it was reported that Kashwa Primary School had; 10 classrooms, 20 stances of pit latrines, 143 desks and 4 teacher houses. A comparison of the field findings with the consolidated asset register, the assessment observed that they were the same.

- In the Consolidated Assets register, it was reported that Rushere Primary School had; 11 Classrooms, 3 pit latrines, 175 desks and 5 staff houses. When the assessment team visited the school, similar assets statistics was presented by the Head teacher.

School compliance and performance improvement:

Maximum 12 points on this performance measure

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:

• If 100% school submission to LG, score: 4

• Between 80 – 99% score: 2

• Below 80% score 0

• If 100% school submission to LG, score: 4

• Between 80 – 99% score: 2

• Below 80% score 0

The percentage of schools in LG that met complied with MoES annual budgeting and reporting guidelines and submitted reports to DEO;

$$74 \times 100$$

$$74$$

$$= 100\%$$

The assessed reports were following the Format 1: Annual School Report and Budget and clearly endorsed by the Headteacher and the Chairperson SMC and had the requisite attachments of highlights of school performance, a reconciled cash flow statement, an annual budget and expenditure report, and an asset register. The reviewed reports indicated that;

- Akajumbura P/S submitted on 24th January, 2020

- Rwetamu P/S submitted on 4th December, 2019, and

- Kitura C.O.U P/S submitted on 5th December, 2019.

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>There was evidence that the LG supported Schools to prepare and implement the SIPs. All the visited Schools; Mitooma II, Kashwa displayed in the Headteacher’s office and at Rushere the SIP was on file because the Headteacher had just moved to a new office.</p> <ul style="list-style-type: none"> <li>• The timely release of School Capitation Grants by the DEO was noted as one of the ways the LG assisted Schools in implementing their SIPs.</li> <li>• The staff from the Education department were conducting follow up and support supervisions to schools for instance; Kyomuhendo Lydia on 21st November, 2018 followed up on the recommendations of the 10th August, 2019 to check on the private teachers employed by the School.</li> <li>• The thorough discussion of inspection findings between the Headteachers and Inspectors helped in the proper internalization of the findings and helped in the designing of time bound remedial strategies by the School Administration.</li> </ul>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> <li>• If 100% score: 4:</li> <li>• Between 90 – 99% score 2</li> <li>• Below 90% score 0</li> </ul>	<p>The OTIMS report capturing school information; EMIS Number, student enrolment, cost center name, supplier’s number for all the 63 GoU schools was compiled on 28th January, 2019. It was submitted to and received by MoES on 25th March, 2020 and a copy was copied to MoFPED on 25th March, 2020.</p>	4

**Human Resource Management and Development**

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>The LG Approved Budget Estimates for FY 2020/21 generated on 19th June, 2020 on page 27 indicated the general salary allocation to Primary Schools as UGX 3,468,700,000. The allocation was for 561 Headteachers and teachers of 561 GoU Schools in Kiruhura District.</p>	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 teachers' deployment list seen at the DEO's allocated at least a teacher per class in each of the 74 GoU Schools. From the three sampled Schools of Mitooma II, Kashwa and Rushere Primary Schools, the names and number of teachers as displayed in the Headteacher's office matched perfectly with what was on the teacher's List in the DEO's office.

For example; Mitooma II had 8, Kashwa had 8 and Rushere had 8 teachers including the Headteacher respectively.

3

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

The 2020 deployment list was found posted on the Education Notice Board at the District. The Headteachers of the visited schools; Mitooma II, Kashwa and Rushere had too posted their respective teacher's lists at the receptions of and within the Headteacher's office.

1

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

There was evidence of Headteacher's appraisal by the respective Senior Assistant Secretaries and Town Clerks from the three sampled schools. For example;

- Kyakuwade Jacklean the Headteacher Karengo Parents Primary School was appraised by Manyire Bright the SAS Nyakashashara S/C
- Kyokutamba Annet the Headteacher Mbuga Primary School was appraised by Kashongi S/C Nayebale Steven on 14th February, 2020.
- Turyatamba Elly Patrick the Headteacher Kanyabihara Primary School was appraised by SAS Keshunga S/C Nayebale Steven on 13th 7th February, 2020.
- Byarugaba Lawrence the Headteacher Kashongi II Primary School was appraised by SAS Kashongi S/C Nayebale Steven on 15th January, 2020.
- Kanyesigye Donatirah the Headteacher Busheshe Primary School was appraised by the Town Clerk Sanga Town Council Arinaitwe Innocent on 11th December, 2019.
- Tumwesigye Abel the Headteacher Kyeitagi Primary School was appraised by Keshunga S/C SAS Kakulu Danison on 12th March, 2020.
- Babu Wilberforce the Headteacher Akayanja Primary School was appraised by Kanyabweru SAS Kyobutungu Catherine on 21st September, 2019.
- Mugura Samuel Lukuruwe the Headteacher Kyabagyenyi Primary School was appraised by Kakulu Danison the SAS Keshunga Sub County on 11th February, 2020.
- Tumwebaze Henry Mugabi the Headteacher Kyamarebe Primary School was appraised by Nayebale Steven the SAS Kashongi Sub County on 13th December, 2019.
- Mwesigwa Edwin the Headteacher Kinoni II Primary School was appraised by SAS Kinoni Sub County Arinanye Joseph on 17th February, 2020.



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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

There was evidence of Headteacher's appraisal by the respective Supervisors. For example;

- Mwesigwa Benon the Headteacher Lake Mburo S. S was appraised by Ms. Rose Nalumansi the Deputy CAO on 12th December, 2019
- Kwebeiha William the Headteacher Kikatsi S. S was appraised by Ms. Rose Nalumansi the Deputy CAO on 11th December, 2019.
- Busingye Merabuh the Headteacher Kaaro High School was appraised by Ms. Rose Nalumansi the Deputy CAO on 11th December, 2019
- Mwesigye Francis the Headteacher Kashongyi High School was appraised by Ms. Rose Nalumansi the Deputy CAO on 11th December, 2019, and
- Kajungu Obadia Headteacher Sanga S. S was appraised by Ms. Rose Nalumansi the Deputy CAO on 25th January, 2020

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 of appraising the Education department staff for their performance during FY 2019/20 as showed below;

- The Ag. DEO Mwiine Lamech Mirembe was appraised by the CAO on 14th July, 2020
- Tumukunde B Joseph Duncan the Inspector of Schools was appraised by the Ag. DEO on 1st July, 2020.
- Kyomuhendo Lydia the Inspector of Schools was appraised on 1st July, 2020 by the Ag. DEO

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p>	<p>The Education Sector Training Plan for Term I, II and III, 2019 was prepared on 10th February, 2019, Ref. No. Educ/168/1/ by the DEO. It was endorsed by the CAO on 10th February, 2019 as per the stamp date. The plan captured training activities like; the roles of SMCs in Schools, Financial Management for effective management of Schools to be conducted between July to August, 2019.</p>	2
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**Management, Monitoring and Supervision of Services.**

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>The LG had confirmed in writing the list of schools, their enrolment and budget allocation in the Programme Budgeting System (PBS) on 7th December, 2019.</p>	2
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9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>Kiruhura District Education Department made allocations to inspection of UShs 46,794,000 of the Budget to Inspection of Schools captured on page 34 of the LG Approved Budget Estimates FY 2020/21. This was in line with sector guidelines (page 12 of the guidelines) which call for a minimum allocation of UShs 4 million per LG, plus UShs 336,000 (6 inspections at UShs 56,000) per school for the 3 terms.</p>	2
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9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>There was evidence of submission of warrants for School's capitation of sector funds for the three releases of FY 2019/20;</p> <ul style="list-style-type: none"> <li>• 1st Qtr on 11th September, 2019.</li> <li>• 3rd Qtr on 27th January, 2020.</li> <li>• 4th Qtr on 17th June, 2020.</li> </ul> <p>The interaction with the CFO however revealed that the IFMIS only shows the month and not the actual date when the money is released hence making it difficult to establish whether it was within 5 working days.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>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>There was evidence to show that the district had invoiced and that the DEO had communicated the three installments of the capitation releases as seen below;</p> <ul style="list-style-type: none"> <li>• The 4th Qtr FY 2019/20 release was received by the Headteacher of Akatenga Primary School on 29th June, 2020.</li> <li>• The 3rd Qtr FY 2019/20 release was received by the Headteacher of Katete Primary School on 3rd February, 2020.</li> <li>• The 1st Qtr FY 2019/20 release was received by the Headteacher of Birunduma Primary School on 11th October, 2019 .</li> </ul>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> <li>• If 100% compliance, score: 2, else score: 0</li> </ul>	<p>During the FY under review, the Education Department prepared termly Inspection plans as indicated below;</p> <ul style="list-style-type: none"> <li>• Term I, 2019 Inspection Plan was prepared on 16th January, 2019. The inspection was to be carried out between 4th February, 2019 and 26th April, 2019. The Education Department discussed the Plan during the meeting held 16th January, 2019 under Min. No. 7/01/2019. Among the issues discussed was the deployment for instance Inspector Tumwesigye Joh Bosco was allocated Schools in Kanoni and Engari Sub counties and the duration of his assignment was between 4th February, 2019 to 7th February, 2019. The meeting under Min. No. 16/5/2019 discussed the inspection findings for Term I, 2019.</li> <li>• Term II, 2019 Inspection Plan was prepared on 17th June, 2019. The inspection was to be carried out between 24th June, 2019 and 22nd August, 2019. The Education Department discussed the Program during the meeting held 17th June, 2019 under Min. No. 17/5/2019.</li> <li>• Term III, 2019 Inspection Program was prepared on 12th September, 2019. The inspection was to be conducted between 1st October, 2019 and 27th November, 2019. The Education Department discussed the Plan during the meeting held 12th September, 2019 under Min. No. 12/9/2019. Among the issues discussed was the support supervision that was timetabled for 27th October, 2019 to 4th November, 2019.</li> </ul>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> <li>• If 100% score: 2</li> <li>• Between 80 – 99% score 1</li> <li>• Below 80%: score 0</li> </ul>	<p>The assessed inspection and monitoring reports for example for Terms I and II for the FY under review indicated that a total of 159 and 136 schools had been inspected respectively. Priority was given to all the 74 UPE and 5 use Schools then the Private Schools as per the attached list on the report.</p> <p>This indicated that 100% GoU Schools were inspected and monitored during of 2019.</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>There was of discussion of inspection findings and corrective actions taken accordingly for example;</p> <ul style="list-style-type: none"> <li>• Term III, 2019 Inspection report was discussed on 9th December, 2019 under Min. 2/12/2019</li> </ul> <p>The report noted that there were infrastructural challenges in many Schools like at Mitooma II Primary School.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES):</p> <p>Score 2 or else score: 0</p>	<p>The inspectors were using carbonated inspection templates and were leaving the original copies at Schools and moving away with the carbon copies. While at Mitooma II, Kashwa and Rushere Primary Schools, the reviewed inspection files contained inspection findings like at Kashwa Primary School, the findings of the 14th June, 2019 by the noted that there was need to build a new classroom block at the School.</p> <p>The DES Matrix for submission of inspection Work plans, Reports and Accountabilities for 2019 indicated that Kiruhura District Local Government DIS had submitted the inspection reports. The assessment reviewed the DES received acknowledgement notes and they indicate the following dates;</p> <ul style="list-style-type: none"> <li>• Report for Term I, 2019 was submitted to DES on 24th May, 2019</li> <li>• Report for Term II, 2019 was submitted to DES on 18th September, 2019</li> <li>• Report for Term III, 2019 was submitted to DES on 9th December, 2019</li> </ul>	2

Routine oversight and monitoring

*Maximum 10 points on this performance measure*

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

During the FY under review, Kiruhura DLG Social Services Committee received and deliberated upon issues of Education department and during the COVID-19 lockdown, the LG constituted the Business Committee that handled the concerns of the Education Department. The meetings that discussed the Education department issues included;

- On 16th December, 2019 under Min. No. 5/SCC/2019 (a), the Committee discussed the parent's failure to embrace the School feeding program and Schools like; Akabare, Rwobusisi lacking enough classrooms.
- On 10th March, 2020, under Min. No. 5/SSC/2020 (i), the committee discussed and resolved that 4 teachers per School be trained by UNEB Examiners to help improve performance at National level
- On 21st May, 2020, under Min. No. Bus.Com/02/05/20, the committee discussed the quarterly Budget of UGX 877,242,000.

For the two Terms of School Year 2020, due to Covid-19 outbreak and the subsequent lockdown, the Business Committee was constituted comprising of the DEC members, the HoDs and the Secretary of the Social Services Committee discharged the duties of the Social Services Committee.

11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,</p> <p><i>score: 2 or else score: 0</i></p>	<p>There was evidence of activities done to mobilize, attract and retain children at Schools in Kiruhura District. These included;</p> <ul style="list-style-type: none"> <li>• The Parents meetings like on 28th November, 2019 at Sanga Primary, the DEO through Min. No. “g” informed the parents on the importance of the School Feeding Program as one of the ways to keep learners in Schools especially in the afternoon hours</li> <li>• Schools have improved the learning environment through; electricity installation at Kanyaanya Primary School, the greening of Compounds by planting grasses, fruit trees and having talking compounds with inspirational messages like avoid respect your parents.</li> <li>• Guidance and Counselling through Senior Women and Men</li> <li>• Through identifying some Schools as model schools; Kashongi and Kitura among others. In these model schools, the Education department has emphasized co-curricular activities like Sports, games, Music, Dance and Drama in additional to School feeding like at Kitura where there is a banana garden for the school.</li> </ul>	2
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**Investment Management**

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p>	<p>The Education department Consolidated Asset register was in place. The LG asset register incorporated all the School assets for instance;</p> <ul style="list-style-type: none"> <li>• Mitooma II Primary School had; 8 classrooms, 12 stances of pit latrines, 84 desks and 2 staff houses.</li> <li>• Kashwa Primary School had; 10 classrooms, 20 stances of pit latrines, 143 desks and 4 teacher houses.</li> <li>• Rushere Primary School had; 11 Classrooms, 3 pit latrines, 175 desks and 5 staff houses.</li> </ul>	2
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12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, score: 1 or else, score: 0</p>	<p>There was evidence of Desk appraisal for the Education sector implemented projects FY 2019/2020. The sector projects were well incorporated into the LG Development Plan for instance;</p> <ul style="list-style-type: none"> <li>• Construction of a 2-classroom block with an office at Bisheshe Primary School on page 82 of Kiruhura DDP II and page 31 of Kiruhura DLG Approved Budget Estimates.</li> <li>• Construction of a 2-classroom block with an office at Kashwa Primary School on page 82 of Kiruhura DDP II and page 30 of Kiruhura DLG Approved Budget.</li> <li>• Construction of a 2-classroom block with an office at Rushere Primary School on page 82 of Kiruhura DDP II and page 31 of Kiruhura DLG Approved Budget.</li> </ul> <p>The three projects listed above were all eligible for expenditure under the sector development grant, SFG Development Expenditures which states that, "As per decentralization policy, the LGs are responsible for planning, procurement, construction of education infrastructure investments".</p>	1
12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0</p>	<p>There was evidence that the LG conducted technical feasibility and environmental and social screening and followed customized designs during the implementation of projects during the FY under review;</p> <ul style="list-style-type: none"> <li>• Construction of a 2-classroom block with an office and store at Bisheshe primary school in Sanga Town council was dated 10th October, 2019 signed by the Environment Officer and CDO.</li> <li>• Construction of a 2-classroom block with an office and store at Rushere primary school in Kenshunga sub county was dated 10th October, 2019 signed by the Environment Officer and CDO.</li> <li>• Construction of a 2-classroom block with an office and store at Kashwa primary school in Kiruhura Town council was dated 10th October, 2019 signed by the Environment Officer and CDO</li> </ul>	1



13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>The Education sector planned and budgeted for projects and were incorporated in to the Procurement Plan, as was evident in the sector procurement plan to include; Construction of classroom blocks and other facilities for Bubuno, Kashongi, Kaaro, Mburo S.S etc; these were submitted to PDU for incorporation into LG plan on 6th April, 2020 FY 2020/21 and submitted in a copy to PPDA on 4th August, 2020, and to MoFPED on 28th August, 2020, with a cover letter Ref. CR/D/102/1</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p>There was evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General where necessary. For example;</p> <p>The construction of a two-classroom block with office at Rushere P/S Ref. KIRU 562/WRKS/2019-20/00014 was contracted to M/S Kamutani Uganda Services Ltd at UShs 75,005,992</p> <p>The evaluation report was approved on 3rd October, 2019</p> <p>The contracts committee approved award on 14th November, 2019; Min. 02/14/11/2019-20 (5) (b)</p> <p>Date of agreement signing on 5th December, 2019</p> <p>The construction of two classroom block with office at Busheshe p/s Ref. KIRU 562/WRKS/2019-20/00015 was contracted to Kamutani Ug services ltd at 74,939,971</p> <p>The evaluation report was approved on 3rd October, 2019</p> <p>The contracts committee approved award on 14th November, 2019; Min. 02/14/11/2019-20 (5) (a)</p> <p>Date of agreement signing on 6th January, 2019</p> <p>The supply of 137 schools' desks Ref. KIRU 562/WRKS/2019-20/00016 was contracted to M/S Kamutani Uganda General Services Ltd at UShs 20,433,824.</p> <ul style="list-style-type: none"> <li>• The contract evaluation report was approved on 15th October, 2019.</li> <li>• Contracts committee approval for award was on 14th November 2019; Min. 02/14/11/2019-20 (5) (g);</li> <li>• While contract agreement was signed on 4th March, 2019</li> </ul>	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>The LG PIT was appointed by CAO on 8th May, 2020 comprised of: -</p> <ol style="list-style-type: none"> <li>1. DEO- Mr Mwiine L as contract manager.</li> <li>2. AEO- Bainomugisha as contract supervisor</li> <li>3. DE- Mr Manyirawo J as Project Engineer</li> </ol> <p>Members</p> <ol style="list-style-type: none"> <li>4. EO- Ms. Namara D</li> <li>5. DCDO- Mr Kagyenyi N</li> <li>6. SAS of respective sub counties</li> <li>7. Community representative</li> </ol>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>There was evidence that the school infrastructure followed the standard technical designs provided by the MoES (SFG) designs for example</p> <p>The construction of Nyakashashara seed school Ref. MoES/WRKS/2018-19/00119 Lot 7. Contracted to M/S Cream General and Technical Services Ltd at UGsh 1,934,912,700. The school was complete roofed with Maroon Gauge 26 iron sheets, painted on the face with gray skirt and off-white on upper wall, while the sides painted with maroon skirt down and off white on upper walls, in good shape without any single defects yet.</p> <p>The measurements by design versus field visit for:</p> <p>Staff house living room was (2.75X3.8) versus (3.15x4.3)</p> <p>Bed room (2.58x2.76) vs (3.1x3.15)</p> <p>Bedroom door (0.9x2.4) vs (0.85x2.4)</p> <p>Bedroom window (1.2x1.48) vs (1.16x1.46)</p> <p>Library External measurements (34.23x8.53) vs (34.27x8.6)</p> <p>Library room (12x8.3) vs (11.7x8.1) respectively indicated compliance to LG engineers designs.</p> <p>Computer room (12x8.3) vs (11.7x8.1)</p>	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i></p>	<p>The LG conducted monthly site meetings for sector infrastructure projects planned in the previous FY. These include;</p> <ol style="list-style-type: none"> <li>1. Construction of two classroom block with office at Busheshe P/S dated 14/4/2020</li> <li>2. Construction of classroom block at Kaswa P/S dated 14/4/2020 and 1/6/2020</li> <li>3. Construction of classroom block at Rushere P/S dated 1/6/2020</li> </ol>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc ..., has been conducted <i>score: 1, else score: 0</i></p>	<p>There was evidence that monthly site meetings and monitoring were conducted for projects under construction, for example;</p> <ul style="list-style-type: none"> <li>• Joint monitoring report on the construction of classroom block at Kaswa p/s, and Busheshe p/s was held on 23rd April, 2020; 7-participants among were DEO, AEO, DCDO, EO.</li> <li>• Joint monitoring and supervision for construction of classroom block at Rushere p/s was held on 13th February, 2020, and 16th June 2020; was attended by members among include DEO, DE, EO, DCDO, and AEO.</li> </ul>	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>The sector infrastructure projects were properly executed and payments to contractors were made within specified timeframes within the contract. For example;</p> <p>The supply of 137 schools' desks was verified and certified as below;</p> <p>The contractors claim for payments, and CAOs Approval was on 16th June, 2020</p> <p>The certification was done on 21, June, 2020 by AEO, DEO, Internal Audit, and CAO.</p> <p>Payments were affected on 25th June, 2020.</p>	1
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>The LG Education department timely submitted a Procurement Plan in time by 24th April, 2020, indicating supply of furniture, construction of classroom blocks at selected schools; signed by DEO.</p>	1
13	<p>Procurement, contract management/execution</p>	<p>i) Evidence that the LG has a complete procurement file for each school infrastructure</p>	<p>There was evidence of complete procurement files for implemented projects;</p>	1

Maximum 9 points on this performance measure

contract with all records as required by the PPDA Law score 1 or else score 0

The construction of two classroom blocks with office at Rushere p/s Ref. KIRU 562/WRKS/2019-20/00014 was contracted to M/S Kamutani Uganda Services Ltd at 75,005,992.

- The sector procurement requisition was submitted on 15th August 2019
- The evaluation report was approved on 3rd October, 2019
- The contracts committee approved award on 14th November, 2019; Min. 02/14/11/2019-20 (5) (b)
- Date of agreement signing on 5th December, 2019
- Date of certification and settling the payments by CAO was 25th June 2020

The construction of two classroom blocks with office at Busheshe p/s Ref. KIRU 562/WRKS/2019-20/00015 was contracted to M/S Kamutani Uganda Services Ltd at UShs 74,939,971.

- The sector procurement requisition was submitted on 15th August 2019
- The evaluation report was approved on 3rd October, 2019
- The contracts committee approved award on 14th November, 2019; Min. 02/14/11/2019-20 (5) (a)
- Date of agreement signing on 6th January, 2019
- Date of certification and settling payments by CAO was on 26th April, 2020

The supply of 137 schools' desks Ref. KIRU 562/WRKS/2019-20/00016 was contracted to M/S Kamutani Uganda General Services Ltd at 20,433,824.

- Date of sector requisitions to PDU was 26th August 2020.
- The contract evaluation report was approved on 15th October, 2019.
- Contracts committee approval for award was on 14th November 2019; Min. 02/14/11/2019-20 (5) (g);
- While contract agreement was signed on 4th March, 2019.
- The date of certification and settling payments was on 25th June 2020.

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>The implemented projects never attracted any grievances and therefore there were no grievances recorded, investigated, responded and reported to in the grievance log.</p>	3
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>On 15th August, 2019, the Senior Environment Officer, Deborah Namara communicated to the School Headteachers on tree planting and waste management, "every Ugandan has a right to a health and clean environment therefore schools are tasked to establish environment clubs, fencing of schools premises, planting trees especially citrus to improve micro environment, establishment School wood lots, establishment Sanitation Clubs and ensuring proper collection and disposal of institutional wastes" the letter read.</p>	3
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i></p>	<p>There was evidence of incorporation of Environment and social management plans into the BoQs for example;</p> <ul style="list-style-type: none"> <li>• Procurement No KIRU562/WRKS/2019/2020/00015 was for Construction of a 2-classroom block with an office and store at Bisheshe primary school indicated that BoQ Element No 7 was for Environmental Restoration like planting trees and maintaining them and construction of a drainage channel around the building at UGX 950,000.</li> <li>• Procurement No KIRU562/WRKS/2019/2020/00013 was for Construction of a 2-classroom block with an office and store at Kashwa primary school indicated that BoQ Element No 7 was for Environmental Restoration like ferrying of site construction debris, re-vegetation of opened area and planting of trees at UGX 950,000.</li> </ul>	2

16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was evidence of land ownership where planned school construction projects were implemented for example;  Formal consent signed on 10th December, 2020 between Kiruhura DLG and Kashongi Archdeacon North Ankole Diocese concisely giving land for the construction of a two-classroom block at Kashongi primary school in Kashongi sub county.	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 of monitoring monthly reports prepared by the Environment Namara Deborah Officer and Tukahirwa Norah the CDO for the projects for example;  <ul style="list-style-type: none"> <li>• Construction of a 2-classroom block at Kashwa primary school had reports dated 14th January, 2020, 23rd April, 2020 and 19th June, 2020 signed by the Environment Officer and CDO.</li> <li>• Construction of a 2-classroom block with an office and store at Rushere primary school had reports dated 14th January, 2020 and 10th June, 2020 signed by the Environment Officer and CDO.</li> <li>• Construction of a 2-classroom block with an office and store at Bisheshe primary school had reports dated 14th January, 2020, 16th April, 2020 and 10th June, 2020 signed by the Environment Officer and CDO.</li> </ul>	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>	There was evidence projects were certified before payments were done by the Namara Deborah the Environment Officer and Tukahirwa Deborah the CDO for example;  <ul style="list-style-type: none"> <li>• Construction of a 2-classroom block at Rushere primary school was certified on 16th June, 2020 by the Environment Officer and CDO and actual payment for the project was made on 30th June, 2020.</li> <li>• Construction of a 2-classroom block at Bisheshe primary school was certified on 11th June, 2020 by the Environment Officer and CDO and actual payment for the project was made on 30th June, 2020.</li> <li>• Construction of a 2-classroom block with an office and store at Kashwa primary school was certified on 16th June, 2020 and payment for the project was made on the same day.</li> </ul>	1

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>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 OPD attendance, and 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>The AT reviewed the health unit annual reports (HMIS 107) for financial years 2018/2019 and 2019/2020 of the sampled health facilities and calculated the annual OPD attendance and deliveries as follows:</p> <p>(Percentage utilization = Registered attendance for previous FY minus registered attendance for current FY, divided by registered attendance for previous FY and multiply by 100).</p> <p>1. Kiruhura HC IV:</p> <p>FY 2018/2019 OPD: 13436 cases, FY 2019/2020 OPD: 16325 cases Percentage utilization = 21.5%</p> <p>FY 2018/2019 Deliveries: 697 FY 2019/2020 Deliveries: 992 Percentage utilization = 42.3%</p> <p>2. Nyakashashara HC III:</p> <p>FY 2018/2019 OPD: 6165 cases, FY 2019/2020 OPD: 1755 cases, Percentage utilization = -71.5%</p> <p>FY 2018/2019 Deliveries: 345 FY 2019/2020 Deliveries: 236 Percentage utilization = -31.6%</p> <p>3. Nyakahita HC II:</p> <p>FY 2018/2019 OPD: 2011 cases, FY 2019/2020 OPD: 2613 cases, Percentage utilization = 29.9%</p> <p>Therefore, total percentage utilization of health care services in the LG was as follows:</p> <p>OPD: FY 2018/2019 = 13436 + 6165 + 2011 = 21612 cases OPD: FY 2019/2020 = 16325 + 1755 + 2613 = 20693 cases 20693 – 21612 X 100 = -4.3%</p>	0
21612				

Deliveries: FY 2018/2019 = 697 + 345 = 1042

Deliveries: FY 2019/2020 = 992 + 236 = 1228

$1228 - 1042 \times 100 = 17.8\%$

1042

The LG registered less than 20% increase in utilization of health care services.

2

Service Delivery Performance: Average score in the Health LLG performance assessment.

Maximum 4 points on this performance measure

Note: To have zero wait for year one

a. If the average score in Health for LLG performance assessment is:

- Above 70% and above; score 2
- 50 – 69% score 1
- Below 50%; score 0

LLG Performance assessment was not conducted

0

2

Service Delivery Performance: Average score in the Health LLG performance assessment.

Maximum 4 points on this performance measure

Note: To have zero wait for year one

b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:

- 75% and above; score 2
- 65 – 74%; score 1
- Below 65; score 0

The health facility RBF assessment scores for quarter 4, FY 2019/2020 were as follows:

1. Kiruhura HC IV = 84%
2. St. Mary's Kyeibuza HC III = 87.4%
3. Kinoni HC III = 90.2%
4. sanga HC III = 85.2%
5. Nyakashashara HC III = 87%
6. Lake Mburo HC III = 89.6%
7. Kikatsi HC III = 79.5%
8. Kashongi HC III = 89%
9. Kitura HC III = 74.7%

The average score = total score

No of RBF facilities

$766.6 = 85\%$

2



3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.</p>	<p>The LG spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines (page 20).</p> <p>According to the Annual Budget Performance Report FY 2019/2020, all the health development grant worth UGX 694,831,000 (page 16) was spent on the upgrade of health facilities, rehabilitation of Kiruhura HC IV and DHO's office (UGX 677,460,000) and monitoring, supervision and appraisal of capital works (UGX 17,371,000). The upgraded health facilities included: Rwetamu HC II, Kitura HC II, Rweshande HC II and Nshwere HC II - from HC IIs to HC IIIs (page 59).</p>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>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>The DHO, LG Engineer, Environment Officer and CDO certified works on health projects, for example;</p> <ul style="list-style-type: none"> <li>• The construction of the upgrade of Nshwera H/c II to H/c III Ref. MoH-UGIFT/WRKS/2019-20/0001-16 was contracted to M/S SKYLIGHT General Services Ltd at Ugx. 659,540,330.</li> <li>• The project was certified on 5th June, 2020 by key relevant officers to include CAO, AEO, DE, EO, DHO, SEO and DCDO.</li> </ul>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If the variations in the contract price of sampled health infrastructure investments are within +/- 20% of the MoWT Engineers estimates, score 2 or else score 0</p>	<p>The variations in the contract price for health funded infrastructure investments was within the MoWT range, for example;</p> <p>The construction of the upgrade of Nshwera HC II to HC III Ref. MoH-UGIFT/WRKS/2019-20/0001-16 was contracted to SKYLIGHT General Services Ltd at Ugx. 659,540,330.</p> <p>while the planned sector budget was 650,000,000</p> <p><math>\text{Var} = (650,000,000 - 659,540,330) / 650,000,000 \times 100 = -1.47\%</math></p> <p>The variation was within the -/+20% range</p>	2

3	Investment performance: The LG has managed health projects as per guidelines.	d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY	There was evidence that the health sector, funded one investment projects that was implemented in the previous FY. The rate of completion for example; According to interim certificate at closure of FY 2019/20 dated 25th June 2020 by DE indicated Nshwera HC III upgrade complete by 53%	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>		
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	There was evidence that the LG has recruited staff for all HC IIIs and HCIVs as per staffing	1
	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>	<p>No. Filled X 100</p> <p>No. approved</p> <p>44 X100</p> <p>57</p> <p>=77%</p>	
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.	<p>The MoH health facilities designs against field visit to Nshwera HC III results indicated the following:</p> <p>Pediatric ward measured (6.5x5.6) versus (7x4.95)</p> <p>Windows 1 (1.5x1.5) vs (1.5x1.48)</p> <p>Delivery room (5.6x5.2) vs (5.4x5)</p> <p>Window 1 (1.5x1.5) vs (1.48x1.48)</p> <p>Door 2 double swing (1.5x2.4) vs (1.5x2.4)</p> <p>Health Staff house living room (3.0x4.65) vs (3x4.26)</p> <p>Master Bedroom (4.4x3.45) vs (3.46x3.37)</p> <p>Door 1 (1.2x2.4) vs (1.2x2.5)</p> <p>Window1 (1.2x1.5) vs (1.18x1.5)</p> <p>All the above measurements were openings without shutters. The infrastructure work was still ongoing, but roofed with blue pre-painted color, and results indicate compliance to Engineers BOQs.</p>	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>		

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There was evidence that information on positions of health workers filled was accurate.</p> <p>The review of the staff list, record of facility staffing levels (staff structure) and the deployment list from DHO's office (dated 1st December 2020) indicated the following:</p> <ol style="list-style-type: none"> <li>1. Kiruhura HC IV had 45 staff out of 49 staffing norm.</li> <li>2. Nyakashashara HC III had 12 staff out 19 staffing norm</li> <li>3. Nyakahita HC II had 04 staff out of 09 staffing norm.</li> </ol> <p>The record of facility staffing levels was in tandem with the staff list.</p>	2	
<p>Maximum 4 points on this performance measure</p>	5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>From the list of upgraded health facilities, it was established that there were 3 health facilities upgraded to from HC II to HC IIIs (i. e Nshwere HC II, Kitura HC II and Rwesande HC II) for the FY 2019/2020. The review of the Annual Budget Performance report 2019/2020, revealed that the same facilities mentioned above were highlighted in the report, page 54.</p> <p>From the above, there was evidence that the information on health facilities upgraded or constructed and functional was accurate.</p>	2
<p>Maximum 4 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 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>The annual work plans and budgets for 2020/2021 for the 3 sampled health facilities were reviewed and the submissions were as follows:</p> <ol style="list-style-type: none"> <li>1. Kiruhura HC IV: Submitted on 26th March 2020</li> <li>2. Nyakashashara HC III: Submitted on 24th March 2020</li> <li>3. Nyakahita HC II: Submitted on 30th March 2020</li> </ol> <p>The health facility plans were all timely submitted by 31st March in the previous FY as per the Planning Guidelines for the Health Sector.</p>	2
<p>Maximum 14 points on this performance measure</p>					

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

The reviewed Annual Budget Performance Reports for the previous FY from health facilities were timely submitted and followed the prescribed format as per the assessment manual. They include highlights of performance, reconciled cash flow statement, assets register and were endorsed by the health facility in-charge and HUMC Chairperson.

They were submitted as follows:

- Kiruhura HC IV: submitted on 9th July 2020, endorsed by the In-charge and Chairperson HUMC on 9th July 2020.
- Nyakashashara HC III: submitted on 7th July 2020, endorsed by the In-charge and Chairperson HUMC on 6th July 2020.
- Nyakahita HC III: submitted on 13th July 2020, endorsed by the In-charge and Chairperson HUMC on 10th July 2020.

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There was evidence that the health facilities developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports.

For instance, during monitoring and supervision conducted on 26th June 2020 (report dated 9th July 2020), it was noted that there were few support staff (02) at Kiruhura HC IV and one was on sick leave. This was hampering service delivery. The facility planned to address this gap by contracting a support staff at UGX 40,000 per month in quarter 1 using RBF funds.

The submission dates for Performance Improvement Plans of the 3 sampled facilities were as follows:

1. Kiruhura HC IV: Prepared on 4th August 2020 and submitted to DHO on 18th August 2020
2. Nyakashashara HC III: Prepared on 29th July 2020 and submitted to DHO on 18th August 2020
3. Kashozi HC II: Prepared on 15th June 2020 and submitted to DHO on 18th August 2020

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

Maximum 14 points on this performance measure

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

• score 2 or else score 0

There was no evidence that health facilities submitted 100% up to date monthly and quarterly HMIS reports timely. The Assessment Team sampled 3 health facilities and reviewed all the monthly and quarterly HMIS reports (HMIS105 and HMIS106a respectively) for the FY 2019/2020.

The submissions of the 3 sampled health facilities were as follows:

1. Kiruhura HC IV:

HMIS 105: HMIS 105: Report for October 2019 was submitted late on 8th November 2019. The rest were timely submitted.

HMIS 106a: report for quarter 1 was not available and quarter 2 was submitted late on 9th January 2020. Reports for quarters 3 and 4 were timely submitted.

2. Nyakashashara HC III:

HMIS105: all the reports were timely submitted.

HMIS 106a: report for quarter 1 was submitted late on 11th October 2010. Reports for quarters 2, 3 and 4 were timely submitted.

3. Nyakahita HC II:

HMIS 105: Reports for August and September 2019 were not available. The rest were timely submitted.

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

Maximum 14 points on this performance measure

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

Note: Municipalities submit to districts

The evidence availed revealed that Health facilities submitted RBF invoices late, after 15th of the month following end of the quarter.

The Assessment Team reviewed the submissions of quarter 4 FY 2019/2020 for the 3 sampled health facilities and the submissions dates were as follows:

1. Kiruhura HC IV:

7th August 2020

2. Nyakashashara HC III:

28th July 2020

3. Nyakahita HC II:

27th July 2020

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p>	<p>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>According to the MOH Facility RBF submission register, there was no evidence that 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 REF Health Facilities.</p> <p>The evidence at DHO's office indicated that the facility RBF invoices for quarter 4 FY 2019/2020 were submitted late on 3rd September 2020 at 4:13PM online (by email) by the RBF Focal Person (Munyaneza Godfrey) to RBF Regional Coordinator (Twinimugisha Stephen), replied on 9th September 2020.</p>	0
	<p>Maximum 14 points on this performance measure</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>There was evidence that the LG timely compiled and submitted all quarterly (4) Budget Performance Reports. The submission cover letters by the DHO to the Planner indicated the reports were submitted as follows:</p> <p>Quarter 1: 14th October 2019</p> <p>Quarter 2: 13th January 2020</p> <p>Quarter 3: 14th April 2020</p> <p>Quarter 4: 14th July 2020</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 Performance Improvement support.</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>There was evidence that the LG developed an approved Performance Improvement Plan (PIP) for the weakest performing health facilities.</p> <p>The PIP was prepared on 19th August 2020 by the RBF Focal Person, forwarded by the DHO on 19th August 2020 and approved by the CAO on 2nd September 2020.</p>	1
	<p>Maximum 14 points on this performance measure</p>			

6

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

Maximum 14 points on this performance measure

ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0

From the District PIP above, section 4.0 (table 3) indicated that among the targeted outputs was the quarterly performance review meetings. This was implemented as was evidenced by minutes of quarter 1 FY 2020/2021 performance review meeting held on 10th October 2020.

1

## Human Resource Management and Development

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

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

According to the LG Health department wage bill analysis, the wage allocation for the health workers for FY 2020/2021 was UGX 2,257,543,030. The wage for health workers (190 health workers) in post for FY 2020/2021 was UGX 2,226,782,760 with a surplus of UGX 30,760,270. The LG had a staffing norm of 313 health workers, as per approved structure. Hence, there was evidence that the LG budgeted for health workers in accordance with the staffing norms.

2

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

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

From the sampled health facilities, it was established that health workers were not deployed as per the guidelines in accordance with the staffing norms.

The 3 sampled health facilities were as follows:

1. Kiruhura HC IV had 35 staff out of 49 staffing norm = 71.4%

2. Nyakashashara HC III had 12 staff out 19 staffing norm = 63.2%

Nyakahita HC II had 04 staff out of 09 staffing norm = 44.4%

0

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

The Assessment Team reviewed the health workers' deployment list for FY 2020/2021 from the DHO's office (dated 1st December 2020) and checked the duty rosters and work attendance registers at each of the 3 sampled health facilities that were visited. The health workers at the health facilities were as follows:

1. Kiruhura HC IV: 35 staff (in-charge was Dr. Zirabamuzaale David, Medical Officer)
2. Nyakashashara HC III: 12 staff (in-charge was Ayebale Rauben, Senior Clinical Officer)
3. Nyakahita HC II: 04 staff (in-charge was Sebasore Benon, Senior Clinical Officer)

The health workers' deployment list was in tandem with records of staff working at each of the visited health facilities.

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 that the LG had publicized health worker's deployment and disseminated as evidenced by the display of the list of deployed health workers on health facilities' notice boards. The displayed lists indicated the name of the facility, name of the staff, cadre, and gender among others. The list that was displayed at each of the visited health facilities (Kiruhura HC IV, Nyakashashara HC III and Nyakahita HC II) was in tandem with the deployment list from the DHO's office, dated 1st December 2020.

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

There was evidence of performance appraisal for facility in-charges based on the performance plans signed at the start of the FY 2019/20 as showed below;

- Jeconiah David Menha Zirabamuzale a clinical officer and Superintendent of Kiruhura HC IV was appraised on 18th November, 2020 by DHO (Dr. Kanya David Ivan)
- Namatovu Goreth a Nursing officer and in-charge of Rwashade HC III was appraised by DHO on 23rd August, 2020
- Nkizibweki Aturinda a Senior clinical officer and in-charge at Keshongi HC III was appraised by DHO on 15th June, 2020.
- Okisai Martin Norman a senior clinical officer and in-charge of Kikatsi HC III was appraised by DHO on 20th August, 2020
- Akampurira Martin a Nursing officer and in-charge of Kitura HC III was appraised by DHO on 17th September, 2020
- Namulima Sarah a senior clinical officer and in-charge at Rwabigyema HC III was appraised by DHO on 23rd August, 2020
- Kyohairwe Hedwig a senior clinical officer and in-charge at Sanga HC III on 17th September, 2020 was appraised by DHO
- Keneema Theodant a Nursing officer and in-charge of Lake Mbuho HC III was appraised by DHO on 14th September, 2020
- Kirya Moses Assistant Superintendent and in-charge at Nshwere HC II was appraised by the DHO on 20th August, 2020.
- Balunaba Peter a senior clinical officer and the in-charge at Kinoni HC III by DHO on 11th August, 2020

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 Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans as indicated below;

- Akakunda Ruth enrolled Nurse at Keshongi HC III was appraised by Nkizibwe Aturinda on 17th July, 2020.
- Kantogole Adinan a Laboratory Technician at Kanyanyero HC III was appraised by Keneema Theodant on 10th July, 2020.
- Kyomugisha Miriam an enrolled Nurse at Kinoni HC III was appraised by Balunaba Peter Assistant medical Superintendent on 6th July, 2020
- Atwiine Cleophas Katendera an Assistant Nursing officer was appraised by Kiirya Moses an Assistant Superintendent on 30th July, 2020.
- Atukunda Edith Health Assistant was appraised by Ayebare Rauben a Senior Clinical Officer (SNO) on 8th July, 2020.
- Byaruhanga Godwin an enrolled Nurse at Kinoni HC III was appraised by Kyaligonza Mary Nursing officer on 6th July, 2020.
- Tayebwa Joseph Batware a Laboratory Assistant at Rwigyera HC III was appraised by Beijuka Collin a SCO on 5th August 2020
- Sebasore Benon Nursing officer of Nyakashaashara HC III was appraised by Muragira Bright SAS on 4th July, 2020.
- Kyalingoza Mary an Assistant nursing officer at Kinoni HC III was appraised by Baluba Peter a SCO on 8th July, 2020
- Nyamwiza Oliver Assistant nursing officer Keshongi HC III was appraised by Nkizibweki Aturinda a SCO on 17th July, 2020

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

The appraisals never recommended for any corrective action to be taken

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>The Assessment Team reviewed the training plan (dated 4th July 2020) for the Health department by the DHO, and related it with the training report.</p> <p>The training reports reviewed were dated 1st June 2020, on facility-based training and sanitization of health workers on COVID19 response and 9th March 2020 on Integrated Community Case Management of Malaria (ICCM) for health workers on new revised HMIS tool.</p> <p>Therefore, there was evidence that the LG conducted training of health workers in accordance to the training plan.</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>From the review of the training records for the health department, it was evidenced that the training activities were conducted and documented in the training database for FY 2019/2020, dated 6th July 2020, indicating the area of training, topic, venue and total number trained.</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>There was evidence that the CAO validated the list (dated 17th September 2019) of 20 health facilities (GOU and PNFP receiving PHC NWR grants) evidenced by an email to Apio Brenda, Susan Najjuko and Sarah Byakika, sent on 17th September 2019 at 20:15 hours by the DHO (Dr. Kamy Ivan). The email subject was: Health facility validation data – Kiruhura DLG. A list of 20 validated health facilities approved by the CAO was attached.</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>The assessment team reviewed the 4th quarter report for FY 2019/2010 and established that the allocations towards monitoring service delivery and management of District Health services was 19%, contrary to the maximum of 15% as per the assessment manual. The LG however defended the 19% on ground that the Budgeting and Planning Guidelines which were in force during the Planning for the FY under review required at least 20% and not the 15% the Assessment manual states. Actually the Assessment team reviewed the Planning and Budgeting guidelines for the FYs 2019/20 and 2020/21 and they state 20% and 15% respectively and it concluded to award the score because the 15% would match the next assessment.</p> <p>Total allocation towards monitoring and management of health care services was UGX 39,211,000 (page 61). The total PHC NWR Grant was UGX 206,195,000 (page 16) less Rushere Community Hospital budget (UGX 159,982,000, page 108).</p> <p>The percentage allocation =</p> $\frac{39,211,000}{206,195,000} \times 100 = 19\%$	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>Kiruhura District CAO made the warrants for FY 2019/2020 in three installments as follows:</p> <ul style="list-style-type: none"> <li>• 1st Quarter on 29th July, 2019</li> <li>• 2nd Quarter on 14th October, 2019 and</li> <li>• 3rd Quarter on 20th January, 2020.</li> </ul> <p>Timeliness of warranting could not be established because the dates when cash limits were loaded by MoFPED could not be noted on the system</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>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>PHC NWR Grants transfers to Health facilities by the District were made as follows:</p> <ul style="list-style-type: none"> <li>• 1st Quarter transferred on 18th August, 2019</li> <li>• 2nd Quarter on 20th October, 2019 and</li> <li>• 3rd Quarter on 20th January, 2020.</li> </ul> <p>However, timeliness could not be established for the same reason as given above.</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>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>The LG had publicized all the quarterly releases to the health facilities for the FY 2019/2020 on the Health department notice board, signed and stamped by the COA. Each release circular had a list of 20 health facilities indicating the name of the facility and amount. The dates for quarterly releases were as follows:</p> <p>Quarter 1: 14th July 2019 (UGX 51,611,166)</p> <p>Quarter 2: 15th October 2019 (UGX 51,611,166)</p> <p>Quarter 3: 13th January 2020 (UGX 52,743,688)</p> <p>Quarter 4: 14th April 2020 (UGX 52,743,688)</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>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</p>	<p>On 10th October 2020, the DHMT held quarter 4 performance review meeting and recommended that health facility in-charges should prioritize staff attendance analysis and report staff who abandon duty for more than one without permission.</p> <p>The above recommendation was implemented as evidenced by the DHO's letter (dated 30th October 2019) to the CAO (received on 31st October 2019) on verification of health support staff based on in-charges' monthly returns. Eighteen staff were recommended for salary payment and sixteen staff were not.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>The Assessment Team reviewed the minutes of the quarterly performance review meetings and the attendance lists from the DHO's office.</p> <p>For instance, the attendance lists of the review meeting for quarter 2, FY 2019/2020, held on 30th January 2020, showed that the meeting involved health facilities in charges, DEO, DCDO, CAO, WASH-RHITES (Implementing Partner) and DHMTs.</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>The Assessment Team reviewed the supervision reports for all the quarters for FY 2019/2020. The HC IV and General hospital in the LG (Kiruhura HC IV and Rushere Community Hospital – PNFP) were 100% supervised.</p> <p>The supervision was as follows:</p> <ul style="list-style-type: none"> <li>• Quarter 1: report dated 30th September 2019, Kiruhura HC IV supervised was on 15th August, 2019 and Rushere Community Hospital on 13th August, 2019</li> <li>• Quarter 2: report dated 13th December, 2019, Kiruhura HC IV supervised was on 15th October, 2019 and Rushere Community Hospital on 27th October, 2019</li> <li>• Quarter 3: report dated 30th March, 2020, Kiruhura HC IV supervised was on 23rd January 2020 and Rushere Community Hospital on 12th March, 2020</li> <li>• Quarter 4: report dated 9th July 2020, both Kiruhura HC IV and Rushere Community hospital were supervised was on 26th June, 2020.</li> </ul>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p>	<p>There was no evidence that DHT ensured that HSDs carried out support supervision of lower-level health facilities.</p> <ul style="list-style-type: none"> <li>• The DHO attributed lack of supervision of lower-level health facilities by the HSD to the fact that the HSD was not have a budget allocated for monitoring and supervision.</li> </ul>	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>During the 2nd quarter support supervision conducted at Nyakashashara HC III on 15th October 2019 (report dated 13th December 2019), the supervision team noted that the HUMC had expired and recommended that it should be replaced immediately. The DHO followed this up by writing a letter (dated 28th October 2019) to the CAO (received on 29th October 2019) notifying him about the above issue and requesting for an immediate replacement of the expired committee to improve health services delivery.</p> <p>Therefore, there was 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.</p>	1

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was evidence that the LG provided support to all health facilities in the management of medicines and health supplies.</p> <p>For instance, the Technical Support Supervision report by the Medicines management Supervisor, dated 28th March 2020, revealed the supervisor supported the health facilities visited, (e. g Rushere Community Hospital, supervised on 14th January 2020, Kinoni HC III, supervised on 15th January 2020 among others). For example, he assessed the stores and supported the staff in stock keeping and other practices in medicines management.</p>	1
	<p>Maximum 7 points on this performance measure</p>			
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>According to the Annual Budget Performance report, FY 2019/2020, the LG allocated a total of UGX 11,000,000 to Hygiene and sanitation and immunization activities (pages 56 and 57). The total budget for the District Health Office was UGX 45,212,000 (page 16).</p> <p><math>11,000,000 \times 100 = 20\%</math></p> <p>45,212,000</p>	0
	<p>Maximum 4 points on this performance measure</p>			
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p>	<p>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</p>	<p>There was evidence that the DHT led health promotion, disease prevention and social mobilization activities.</p> <p>The review of the minutes of District Health Inspectorate meeting held on 10th July 2019 (under MIN.3/10/07/2019: Communication from the DHO) showed that the DHO informed the meeting of the government policy of promoting preventive strategies and the ta the 2019/2020 budget guidelines required allocation of 20% of PHC funds to health promotion and prevention activities at various levels. He promised to write to facility in-charges to comply with the budget guidelines.</p>	1
	<p>Maximum 4 points on this performance measure</p>			

11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0	There was evidence of follow—up actions taken by the DHT on health promotion and disease prevention issues.  This was evidenced by DHO’s circular (dated 7th August 2019) to all health facility in-charges on commitment of 20% of PCH funds to health promotion, education and prevention services in their catchment areas, copied to Chairperson LC V, internal Auditor and CAO.	1
	Maximum 4 points on this performance measure			

## Investment Management

12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.	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	There was evidence that the LG had an updated Asset register for 2019/2020 which sets out health facilities and equipment relative to basic standards.  The evidence was established from the inventory verification of medical equipment in health facilities, dated 26th July 2020, compiled by the Assistant Inventory Officer, approved by the DHO and received by the CAO on 26th July 2020.	1
	Maximum 4 points on this performance measure			
12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.	b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDP III); (ii) desk appraisal by the LG; and (iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));	There was evidence that desk appraisal was carried out for the projects implemented during the previous FY as shown below; <ul style="list-style-type: none"> <li>• Upgrading of Rurambira and Rwentamu HC II to III was captured on page 40 of the AWP FY 2029/20,</li> <li>• Maternity ward at Nyakashashara, and OPD ward at Kashongi was captured on page 40 of the AWP FY 2029/20,</li> <li>• Construction of an OPD at Kashongi HC III in Kashongi sub county was captured on page 40 of the AWP FY 2029/20,</li> <li>• The construction of the upgrade of Nshwere HC II to HC III Ref. MoH-UGIFT/WRKS/2019-20/0001 was captured on page 40 of the AWP FY 2029/20</li> </ul>	1
	Maximum 4 points on this performance measure	score 1 or else score 0		



12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>There was evidence Environmental and social screening was carried out for the projects implemented in the FY under review for instance the Environment Officer Namara Deborah and Tukahirwa Norah the CDO screened;</p> <ul style="list-style-type: none"> <li>• Upgrading of Rurambira and Rwentamu HC II to III was screened on 20th November, 2019,</li> <li>• Maternity ward at Nyakashashara, and OPD ward at Kashongi; which were screened on 4th August, 2019.</li> <li>• Construction of an OPD at Kashongi HC III in Kashongi sub county was dated 5th October, 2019.</li> <li>• The construction of the upgrade of Nshwere HC II to HC III Ref. MoH-UGIFT/WRKS/2019-20/0001-16 the screening was done on 20th November, 2019.</li> </ul>	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 of a site report prepared by the Environment officer Namara Deborah and Tukahirwa Norah the CDO for the Upgrade of Nshwere HC II to HC III in Keshunga sub county dated 18th June, 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>The evidence indicated timely submission of sector procurement plan on 19th March, 2020 including infrastructure projects like upgrade of Rurambira and Rwentamu HC II to III, Maternity ward at Nyakashashara, and OPD ward at Kashongi; which were incorporated in the LG procurement plan Page 2, and further submitted to PPDA on 4th August, 2020 under Ref. CR/D/207/1</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>Health department submitted procurement request for projects in time by 9th July 2020. The projects for FY 2020/21 included for example Upgrade of Rurambira HC II to III</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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 all infrastructure projects to be implemented in the FY 2019/20 were approved, for example;</p> <p>The construction of the upgrade of Nshwere HC II to HC III Ref. MoH-UGIFT/WRKS/2019-20/0001-16 was contracted to SKYLIGHT General Services Ltd at Ugx. 659,540,330.</p> <p>The contract evaluation report was approved on 6th November, 2019.</p> <p>Contracts committee approval for award was on 20th November, 2019 Min. 51/CC/2019-20; While contract agreement was signed on 19TH December, 2019.</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>The LG properly established a Project Implementation team for all health projects which was appointed and approved by CAO on 15th January, 2020 composed of;</p> <ol style="list-style-type: none"> <li>1. District engineer- Mr Manyiraho J</li> <li>2. DHO- Mr Kamyia I</li> <li>3. EO- Ms Namara D</li> <li>4. DCDO- Ms Tukahirwa N</li> <li>5. Chairperson and in charge of Health facility.</li> </ol> <p>However, there was no post of clerk of works because the guidelines did not include it.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</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>The MoH health faculty designs against field visit to Nshwera HC III results indicated the following:</p> <p>Pediatric ward measured (6.5x5.6) versus (7x4.95)</p> <p>Windows 1 (1.5x1.5) vs (1.5x1.48)</p> <p>Delivery room (5.6x5.2) vs (5.4x5)</p> <p>Window 1 (1.5x1.5) vs (1.48x1.48)</p> <p>Door 2 double swing (1.5x2.4) vs (1.5x2.4)</p> <p>Health Staff house living room (3.0x4.65) vs (3x4.26)</p> <p>Master Bedroom (4.4x3.45) vs (3.46x3.37)</p> <p>Door 1 (1.2x2.4) vs (1.2x2.5)</p> <p>Window1 (1.2x1.5) vs (1.18x1.5)</p> <p>All the above measurements were openings without shutters. The infrastructure work was still ongoing, but roofed with blue pre-painted color, and results indicate compliance to Engineers BOQs.</p>	1
<p>Maximum 10 points on this performance measure</p>	<p>If there is no project, provide the score</p>			
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</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>There were no records or minutes or reports from Clerk of Works of projects, and the complaint registered was that guidelines for Ugift did not include this budget; Also some projects are too small and short that do not need CoW. There is need to categorize projects.</p>	0
<p>Maximum 10 points on this performance measure</p>	<p>If there is no project, provide the score</p>			

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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 LG had provided supervision and monitoring by the relevant technical officers through site meetings, monitoring reports, for example;</p> <p>Site meeting reports for upgrade of Nshwere H/c II to III dated on 16th June 2020; Participants included DHO and in-charges of Nshwere HC</p> <p>Site meeting on 14th June, 2020; 13th June, 2020; 28th August, 2020 among members attended was DHO, DE, I/C, site engineer, CAO.</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>The key relevant officer participated in the certification and verification of completion of health projects, for example</p> <p>Inspection report for upgrading of Nshwera HC dated 17th April, 2020.</p> <p>Joint monitoring report for upgrade of Nshwera dated 4th December, 2020; 8th December, 2020; 27th April, 2020; 26th May, 2020, the team involved the CDO, SEO, DHO, DE, AEO, 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>The DHO, LG Engineer, Environment Officer and CDO certified works on health projects, for example;</p> <p>The construction of the upgrade of Nshwera H/c II to H/c III Ref. MoH-UGIFT/WRKS/2019-20/0001-16 was contracted to M/S SKYLIGHT General Services Ltd at Ugx. 659,540,330.</p> <p>The contractors claim was logged in 26th May, 2020</p> <p>The project was certified on 5th June, 2020 by key relevant officers, among others included the DHO, AEO, DE, EO, SEO and DCDO; and the CAO approved the claim for approval on 5th June 2020.</p> <p>The payment of contractor was done on 5th June 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>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>The LG had complete procurement files in place, ranging from requisition to payments, for example;</p> <p>The construction of the upgrade of Nshwera H/c II to H/c III Ref. MoH-UGIFT/WRKS/2019-20/0001-16 was contracted to M/S SKYLIGHT General Services Ltd at Ugx. 659,540,330.</p> <p>The contract evaluation report on bids, method, and notice was approved on 6th November, 2019.</p> <p>Contracts committee approval for award of contract was on 20th November, 2019 Min. 51/CC/2019-20; While contract agreement was signed on 19TH December, 2019.</p> <p>The certification on completion was done on 5th June 2020, and</p> <p>Payments were settled on 5th June, 2020.</p>	1
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**Environment and Social Safeguards**

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>The implemented projects never attracted any grievances and therefore there were no grievances recorded, investigated, responded and reported to in the grievance log.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was evidence guidelines were disseminated on waste management for example; PHC Guidelines and Approaches to Health care waste management [2013] in a meeting held on 4th May, 2020 captured under Minute No 5/4/2020DHMT.</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 of a functional system for medical waste management for example;</p> <p>There was an incinerator at Kiruhura HC IV, Placenta pits at all HC IIIs like at Kashongi HC III, Nyakashashara HC III and Nshwere HC III and pit burning at al HC IIs and HC IIIs.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence training was conducted and awareness created on health care waste management for example in a meeting held on 4th May, 2020 sensitization and training of in charges on medical waste management was discussed under Minute No 5/4/2020DHMT by the District Health Inspector.</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 of incorporation of Environment and social management plans into the BoQs for health implemented projects for example;</p> <ul style="list-style-type: none"> <li>• Procurement No MoH-UgIFT/WRKS/2018-2019/0001-20Lot4 was for Upgrade of Rwenshande HC II and Kitura HC II to HC III indicated that item No B in the BOQ was for removal of plant and rubbish at UGX 500,000</li> </ul>	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 of land ownership where the projects were implemented for example:</p> <ul style="list-style-type: none"> <li>• MOU signed between the sub county chief Kenshunga and the School Board of Governors Kaaro high school in a meeting held on 2nd December, 2019 there was donation of 2 acres of land for the facilitation and Upgrade of Nshwere HC II to HC III captured under Minute No MIN005/KHS/BOG/2019.</li> <li>• A free hold offer dated 10th July, 2019 for the Upgrade of Kitura HC II in Kitura sub county captured under Minute No 53/01/04[B]28of29/1/2019 signed by the Secretary Land Board Kiruhura.</li> </ul>	2

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was evidence of monthly monitoring reports prepared by the Environment Officer Namara Deborah and CDO Tukahirwa Norah for the projects for example;</p> <ul style="list-style-type: none"> <li>• Upgrade of Nshwere HC II to HC III in Kenshunga sub county had reports dated 16th April, 2020, 27th April, 2020, 1st June, 2020, 18th June, 2020 signed by the Environment Officer and CDO.</li> <li>• Upgrade of Kitura HC II and HC III in Kitura sub county had reports dated 10th October, 2019, 17th October, 2019 and 6th April, 2020 signed by the Environment Officer and CDO.</li> </ul>	2
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0</p>	<p>There was evidence projects were certified before payments were done the Environment Officer Namara Deborah and CDO Tukahirwa Norah for example;</p> <ul style="list-style-type: none"> <li>• Upgrade of Nshwere HC II to HC III was seen certified on 27th May, 2020 and actual payment for the project was made on 25th June, 2020.</li> <li>• Upgrade of Kitura HC II to HC III was certified on 11th June, 2020 and actual payment for the project was made on 25th June, 2020.</li> </ul>	2

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 percentage of rural water sources that were functional was 93%	2
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	From the Ministry MIS Data the Number of established WSCs was 122 while the Number of functional WSCs was 111.  Calculation of % of functional WSCs  ( 111/122)*100 = 91%	2
2	Service Delivery Performance: Average score in the water and environment LLGs performance assessment  <i>Maximum 8 points on this performance measure</i>	a. The LG average score in the water and environment LLGs performance assessment for the current. FY.  If LG average scores is  a. Above 80% score 2  b. 60 -80%: 1  c. Below 60: 0  (Only applicable when LLG assessment starts)	LLGs performance assessment had not started.	0



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

*Maximum 8 points on  
this performance  
measure*

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

o If 100 % of water projects are  
implemented in the targeted S/Cs:  
Score 2

o If 80-99%: Score 1

o If below 80 %: Score 0

The safe water coverage was 58.7%

They are 9 S/Cs in Kiruhura district with 3  
T/Cs.

The approved budget that was signed by the  
CAO- Charles Kiberu Nsubuga on 5th July  
2019 and Received by MWE on 15th July  
2017 indicated that water projects were  
implemented in S/Cs with water coverage  
below that of the district on page 3of 3.

- Kasongi S/C at 58%

- Kikatsi S/C at 30%

- Kinoni S/C at 43%

- Keshungu S/C at 40%

- Nyakashashara S/C at 40%

- Sanga S/C at 56%

- Kanyaryeru S/C at 60%

All sub counties with water coverage below  
that of district had projects implemented for  
example; construction of Public latrine in  
Kashongi SC, Drilling of 9 number deep  
bore holes in all SCs at least one in each,  
Design of Solar pumped system one in  
Kashongi and Sanga SC, Construction of  
Institutional RWHT in Sanga, Keshonga,  
Kinoni and Kashongi S/Cs.

The RWHT were constructed in Ntarama  
Village, Rwabarata Village, Kikagati &  
Mpanga primary schools, St. Joseph and  
Butemberwa Primary Schools, St. Anthony  
P/s and Christian model P/S in the above-  
mentioned S/Cs respectively.

$(7/7) * 100 = 100\%$

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

*Maximum 8 points on  
this performance  
measure*

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

o If within +/-20% score 2

o If not score 0

Some of sampled contracts had a variation  
not within range of +/- 20% , 25% and 23.3%  
for construction of 6No. Rainwater  
Harvesting Tanks (Institutional Ferro tanks)  
and Consultancy services for Design &  
Documentation of solar pumped water  
respectively.

With reference to the Approved budget  
signed by CAO – Charles Nsubuga Kiberu  
on 5th July 2019 and received by MWE on  
15th July 2019 indicated the Engineers  
estimate per project while the sample of  
contracts showed the contractors price per  
project as detailed below.

1) Contract Ref no. KIRU562/WRKS/2019-  
2020/0001 on siting, drilling & installation of  
9No. Bore holes between DLG and M/S  
ICON Projects Ltd had a Contract Price of  
209,594,196 Versus Engineers estimate of  
225,880,000

$225,880,000 - 209,594,196 * 100 = 7.2\%$

225,880,000

2) Contract Ref no. KIRU562/WRKS/2019-  
2020/00025 on the construction of 6No.  
Rainwater Harvesting Tanks (Institutional  
Ferro tanks) Signed by the DLG and M/S  
Mulumba & Construction Ltd, contract price  
was UGX 37,233,720 versus Engineer's  
estimate of UGX 49,678,500

$49,678,500 - 37,233,720 * 100 = 25\%$

49,678,500

3) Contract between the DLG and M/S  
Doshnot Uganda Uganda Ltd on Contract  
Ref no. KIRU562/WRKS/2019-2020/00020  
– Consultancy services for Design &  
Documentation of solar pumped water had a  
contract price of 25,842,000 versus  
Engineers estimate of 33,689,000

$33,689,000 - 25,842,000 * 100 = 23.3\%$

33,686,900

4) Contract Ref no. KIRU/562/WRKS/2019-  
2020/00019 signed between DLG and M/S  
Baiha investments Ltd on construction of 5  
Stance lined toilet at Byanamira RGC at a  
contract Price of 21,059,705 Versus  
Engineers estimate of 22,202,480

$22,202,480 - 21,059,705 * 100 = 5.1\%$

22,202,480

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

*Maximum 8 points on this performance measure*

d. % of WSS infrastructure projects completed as per annual work plan by end of FY.

o If 100% projects completed: score 2

o If 80-99% projects completed: score 1

o If projects completed are below 80%: 0

The Quarter 4 performance report indicated that all WSS infrastructure were completed as per the AWP. All projects were reported complete and functional for example the 5-stance latrine in Rwanamira RGC was completed, siting and drilling of 9 boreholes was completed and RWHT all completed. This evidence is shown on page 3/3 of the Quarter 4 report.

Further evidence of commissioning of the implemented projects was observed from the Commissioning water project reports for the FY 2019/2020 dated 20th July 2020. The project commissioning was done for 4 days that's from 13th to 17th July 2020 whereby all district Technical personnel were involved.

1) Construction of 2 Kabushwere borehole completed and handed over to stake holders in Kashongi S/C

2) Construction of Christian Model P/s tank was completed in Kitura S/C

3) Construction of St. Anthony P/s tank in Kinoni S/C was completed and handed over to beneficiary.

4) Construction of Akabare bore hole in Kinoni was completed and handover to stake holder for O & M.

5) In Sanga S/C, Construction of Rwesheko Borehole was complete and handed over to stake holders.

6) In Kikatsi S/c constructing of Kyaburashe Borehole reported complete

7) The construction of Rugaaga borehole in Kikatsi S/C was also reported complete

8) Construction of St. Joseph P/S tank was completed in Kenshunga S/C

9) Construction of Butembererwa P/S tank in Kenshunga was complete and handed over to Head Teacher and stake holders for O&M

10) Construction of Katoma borehole in Nyajashashara S/C was reported complete in facility handed over to stake holders for O & M

11) Construction of Mutajwara Borehole in Nyakashashara S/C was reported complete and handover to stakeholders for maintenance.

12) Construction of Kibega Borehole in Kanyaryeru S/C also completed

13) Construction of Kasharara P/S tank was

reported complete in Sanga T/C.

14) Construction of 5-stance toilet in Byanamira RGC also complete

15) Design of solar pumped systems completed.

Report signed by DWO / overall secretary - Moses Nuwamanya copied to RDC and District chairperson Kiruhura

$(17/17 * 100) = 100\%$

3	Achievement of Standards: The LG has met WSS infrastructure facility standards  <i>Maximum 4 points on this performance measure</i>	a. If there is an increase in the % of water supply facilities that are functioning  o If there is an increase: score 2  o If no increase: score 0.	Percentage increase in the functionality of WSS in 2018/2018 was 87 % Versus 93% in FY 2019/2020.  % increase $93\% - 87\% = 6\%$	2
3	Achievement of Standards: The LG has met WSS infrastructure facility standards  <i>Maximum 4 points on this performance measure</i>	b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).  o If increase is more than 5% score 2  o If increase is between 0-5%, score 1  o If there is no increase : score 0.	The number of established in FY 2018/2019 WSCs were 243 and managed WSCs were 194  Calculation of % Increase pervious FY $(194/243 * 100) = 79.8\%$  Increase $91\% - 79.8\% = 11.2\%$	2

## Performance Reporting and Performance Improvement

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

*Maximum 3 points on this performance measure*

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

In reference to the AWP, there was a page indicated the location of new water sources, Rehabilitated water sources, specified technology either deep borehole, Sub county, parish, LC 1 , Source number, Name of water source, GPS reading, Investment cost and source of funding.

On field sampling, managed to visit three new projects and results detailed below.

1) Construction of Mutajwara deep borehole in Nyakashashara was completed on 26th June 2020 and used by community. The area was fenced, served over 23 households and WSCs were active and held monthly meetings

2) Construction of 20m<sup>3</sup> capacity Ferro tank at St. Joseph Akatongore P/S in Kenshuga S/C. The markings on the tank showed year of construction (2019/2020) source of funding (DWSCG) and Contractor (Mulumba & Co. Ltd and take was completed on 13th May 2020. The WSCs were active and facility already in use. The head teacher was the care taker, WSCs comprised of 8 Members, 4 Women and 4 Men, and had Kangume Joy as Chairperson of the committee.

3) Construction of 5 stance line Pit latrine in Byanamira RGC in Kashongi S/C. The project was complete, but inactive since the WSCs to manage it wasn't active yet.

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>There was evidence of 3No. Quarterly reports was 1st, 2nd and 4th Quarter report except 3rd quarter that was sent on line.</p> <p>-Quarter 1 report, was signed by CAO on 11th October 2019- Edward Kasagara and received by MWE on 15th October 2019. On Page 27-29 S/Cs reported about the planned and achieved baseline surveys, signed by DHI- Muyaneza Godfrey.</p> <p>-During the 2nd Quarter, that was signed by CAO- Kiberu Nsubuga Charles on 13th January 2020 and received by MWE on 15th January 2020. A software report indicated the percentage of community management per S/C and number of formed WSCs signed by ADWO- Mobilization Rosemary Tumuhairwe</p> <p>- 4th Quarter report signed by CAO Kiberu Nsubuga Charles on 5th July 2020 and received by MWE on 12th August 2020. On page 25 of the software report, showed the functionality WSCs, established, trained and replaced WSCs that were non- functional.</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>There was evidence that the DWO updates MIS on Quarterly basis. This was noted for the MIS data file that was formulated by LG on 5th July 2020 and received by MWE on 12th August 2020. It constituted of 2 detailed booklets that showed the status of old and new water sources. Both signed by the DWO.</p> <p>For example, the old sources booklet showed, In Nyakashashara S/C, Akanaaba village a RWHT was constructed in 2000 named Akakwanda C, functional and funded by DWSCG.</p> <p>New sources booklet showed that in Nyabushozi, Kinoni S/C in Rwentamu Akabare LC1 a deep borehole was constructed in May 2020, Ref no. DWO-69787. Owned by community with an active WSC that holds regular meetings, regular servicing and maintains environmental, sanitation and hygiene at source.</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>There was no assessment of LLGs for the performance of FY 2019/20</p>	0
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**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>The budget for DWO is under district unconditional Grant (Wage) was UGX 180,827,000 on page 35 of the LG Approved Budget Estimates generated on 17th July, 2019, Vote 562 Kiruhura District</p>	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>The budget for Environment and Natural Resources Office is under district unconditional Grant (Wage) UGX 148,206,000 on page 42 of the LG Approved Budget Estimates generated on 17th July,2019 for Vote 562 Kiruhura District.</p>	2
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>Nuwamanya Moses District water Engineer was appraised by Manyiraho James Acting district Engineer was on 15th July, 2020.</p>	3

Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.

*Maximum 6 points on this performance measure*

b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3

The DWO identified CNA for staff and performance gaps.

- The DWO appraised ADWO- Mobilization – Rosemary Tumuhairwe on 4th July, 2020. File ref CR/D/10267. The DWO recommended AWDO for training on management of water facilities and mentoring skills in leadership. This was recommended by CAO to PHRO for consideration on 4th July, 2020.

- Myanyaneza Godfrey ADWO- Sanitation under file no. CR/D/10482 was appraised by DWO and CAO on 7th July, 2020. A performance gap of lack of skills in water quality testing and interpretation of results was noted plus lack of confidence in enforcing laws.

The CAO forwarded to PHRO to incorporate the training in training plan of FY 2020/2021

### Management, Monitoring and Supervision of Services.

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

*Maximum 6 points on this performance measure*

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

Safe water coverage of DLG was 61.8%

The approved budget for FY 2020/2021 signed by CAO on 5th July, 2020 and received by MWE on 12th August, 2020 on page 3 of 3 indicates the budget allocation per sub county as shown below. All the 6 S/Cs with safe water coverage below that of district were prioritized.

1) Kashongi S/C at 53% had 2 boreholes planned for rehabilitation at UGX 32,375,000

2) Kenshuga S/c at 46% had 4 No. Boreholes slotted for rehabilitation at UGX 64,750,000

3) Kiatsi S/C at 31% had 3 No. Boreholes for Rehabilitation at UGX 55,794,750

4) Kinoni S/C at 42% had 4 No. planned for Boreholes for repairs at UGX 55,794,750

5) Nyakashashara had a public toilet planned for Akageti RGC at UGX 58,717,980

6) Sanga S/C at 54% has design and construction of solar pumped schemes at UGX 279,322,400

$546,754,880 \times 100 = 100\%$

546,754,880



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

*Maximum 6 points on this performance measure*

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

There was evidence of communication by DWO to LLGs about their respective allocations per source seen on the displayed notice boards at the DLG and Keshunga S/C endorsed and stamped by CAO 27th May 2020.

In the various district planning and Advocacy meeting that were held at S/C headquarters the DWO always informed LLGs about budget allocations per source. For example, during advocacy and planning meeting held in Kensunga on 16th November 2020 at Rwabigyemano Epic center under MIN 23/ADVOC/Kenshunga/2020 the DWO informed the meeting about rehabilitation and construction of 2 boreholes on page 3. Report signed by CAO and AWDO – Mob.

During the Advocacy held at Sanga S/C on 18th November 2020, page 2 MIN 24/ADVOC/Sanga/Presentation by DWO. He informed members about construction of water piped scheme in Rwabarata and 1 new borehole using 279,322,400 from the DWSCG. Signed by CAO and AWDO -mob

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

*Maximum 8 points on this performance measure*

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.)

- If 95% and above of the WSS facilities monitored quarterly: score 4
- If 80-94% of the WSS facilities monitored quarterly: score 2
- If less than 80% of the WSS facilities monitored quarterly: Score 0

There was evidence of WSS facilities monitoring by the DWO as seen from the monitoring reports.

1) On 8th January 2020 all projects for FY 2019/2020 were under bids evaluations and office waiting upon contracts committee to award contracts. Signed by DWO- Moses Nuwamanya and CDO- Rosemary Tumuhairwe

2) On 10th March, 2020 the siting and drilling of 9No. Boreholes in all S/Cs had works started on ground at 10 % works progress, construction of lined Latrine at Byanamira RGC was at 20% complete, and consultancy services for design and documentation of solar pumped water system was 30% complete as contractor was working on determination of water quality and quantity and construction of 6No. Institutional RWHT tanks was at 15% complete.

3) On 7th May, 2020, the siting and drilling of 9No. Boreholes in all S/Cs were reported at 10 % progress of works, construction of lined Latrine at Byanamira RGC was at 40% complete, and consultancy services for design and documentation of solar pumped water system was 30% complete as contractor was working on determination of water quality and quantity and construction of 6No. Institutional RWHT tanks was at 15% complete. The slow or invisible progress was attributed to COVID 19 pandemic.

4) On 13th July, 2020 the siting and drilling of 9No. Boreholes in all S/Cs was 100% complete, construction of lined Latrine at Byanamira RGC was at 60% complete, and consultancy services for design and documentation of solar pumped water system was 100% complete and construction of 6 No. Institutional RWHT was complete.

$(4/4) * 100 = 100\%$

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>There was evidence that the DWO held quarterly DWSCC meetings. The 1st Quarter DWSCC meeting was held on 30th September 2019 at Kiruhura Council hall, 2nd Quarter meeting held on 30th December, 2019 at Kiruhura council hall and 3rd Quarter meeting held on 15th March, 2020 at District council hall. The 4th Quarter report wasn't held due to COVID 19.</p> <p>- Amongst the issued discussed was during the 20th September, 2019, Min. No. 6/09/DWSCC/2019, DWO reminded communities for timely application of WSS facilities. And in the current FY, communities sent in applications early for example Akageti applied for a latrine of 9th January 2020 and hence considered in the FY 2020/2021 budgeting. In the 2ndquarter report held on 30th December 2019, page 3, Min. No. 15/12/DWSCC/2019. DWO informed the meeting lack of spirit of project ownership after handover and there after communication responded by engaging in MOUs between districts for O&amp; M and owning of projects.</p>	2
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>There was evidence of publicity of budget allocation for the current FY as the budgets were displayed both on the districts and S/C notice boards. Stamped and signed by CAO on 27th May 2020</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>As referenced from the approved budget page 1 and 2, it indicated that out of the 35,574,356 NWR rural water and sanitation received by the DLG from the DWSCG, 17,544,288 was spent towards mobilization activities.</p> <p>Calculating % spent;</p> $17,544,288 * 100 = 49.3\%$ $35,574,356$	3

10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&amp;M of WSS facilities: Score 3.</p>	<p>For the FY 2019/2020 the DWO and CDO trained WSCs on their roles on OEM of WSS facilities. For instance</p> <p>1) During the community meeting at St. Joseph P/S Akatongore II for establishment of water user committees both ADWO/ water supply - Owuruhanga God and CDO – Rosemary Tumuhairwe were both attendance and both signed the minutes.</p> <p>2) With reference to report on establishment of Water user committees dated 12th October, 2017 whereby 13 number of water user committees were trained on gender was signed by both CDO and ADWO- Supply on 13th October, 2020.</p> <p>3) WSCs report dated 6th January, 2020, where 13 number of Water User Committees were trained in S/C of Keshunga, Nyahashashara, Kikatsi, Kinoni, Kitura, Kashongi and Sanga TC both DWO and CDO were participated . Minutes were signed by both CDO on 6th January, 2020 and DWO on 8th January 2020.</p>	3
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**Investment Management**

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>There was evidence of an up to LG Assets register in a Blue RAPID Executive PVC file. It constitutes of yellow pages that showed the status of water sources per S/C, water source name, year of construction, location, and purchase value of project investment, rate of depreciation, annual maintenance and current status. For example, in</p> <p>1) Nyakashashara S/C a borehole was constructed in 1989, at 16,000,000 reported functional and required an annual maintenance of 250,000.</p> <p>2) A Borehole in Rugaga II, Kikatsi S/C serial No. WDD 20127, constructed in 2019, purchase value of 28,000,000, rate of depreciation was 250,000 and current value of 7,140,000 and reported functional.</p>	4
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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>No evidence was provided for verification during the assessment</p>	0
	<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>There was evidence of a file that showed that all budget investments for FY 2020/2021 were made after communities applied. For example</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<p>1) There was a Public latrine application dated 9th January 2020 from Karengo LC1 for occupants of Akageti market RGC that was addressed to DWO. The market vendors dealing in charcoal, matooke, ghee and beef selling had to Latrine facility hence their hygiene was at risk. All 100 market vendors signed on the application form, signed by LC1 Karengo and DWO – Moses Nuwagaba sign and stamped confirming receipt.</p> <p>2) The residents of Ekimotoka village in Kasana Parish Kinoni S/C applied of a Borehole on 22nd April 2020 and were represented by Betsiga Alfred LC1 and application confirmed by S/C Chief Kinoni S/C- Joseph Arinanye</p> <p>3) Nyamutaba COU applied for a RWHT on 17th April 2020 citing availability of Dam in the region as the only source of water. Application was signed by LC1 Edson Turyhabwe, S/C chief Nayebare S on 26th April 2020 and received Health Inspector Barigye Richard on 26th April 2020.</p>	

Planning and Budgeting for Investments is conducted effectively

*Maximum 14 points on this performance measure*

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

There was Evidence that the LG has conducted field appraisal to check, environmental social acceptability; and ESMP report.

On 12th September 2020, DWO carried of a feasibility study report on capital projects – Environmental Impact assessment of proposed construction of 5- stance line latrine at Akageti whereby mitigation measures were proposed on all activities and for each likely impact and indicator a monitoring indicator was resolved. For example, on page 8 of 10, Insecurity and Public safety, a borehole fencing was adopted and key focal was facility users and project managers s valued at 120,000. Report was signed by DWO, EO and CDO

- There was evidence of Drilling & construction report of bore holes for FY 2020/2021. Amongst the verified factors were the readiness of beneficiaries to maintain facilities, Sustainability and maintenance plan, Assessing the functionality of existing boreholes in the district, boreholes earmarked for rehabilitation and a continuous strategy for rehabilitation of non- functional sources. Report signed by DWO.

- Environmental and social Management Plan on drilling boreholes dates 12th September 2020. On page 4 & 5/10 the expected Negative impacts were analyzed and proposed mitigation measures. About soil erosion, the responsibility was upon contractor and advised to back fill disturbed areas and plant grass to eliminated runoff. About generation of waste the contract was to provide litter collecting facilities and monitor fate of disposed waste. Report was signed by DWO, CDO and EO.

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>There was evidence environment and social screening conducted for water projects for the current FY by the Environment Officer Namara Deborah and Tukahirwa Norah the CDO for example:</p> <ul style="list-style-type: none"> <li>• Drilling and Construction of a hand pump borehole at Byembogo in Kashongi Sub County was dated 7th October, 2020 signed by the Environment Officer and CDO with mitigation measures like proper drainage systems and re-vegetation.</li> <li>• Construction of a communal tank at Rwobusisi in Kinoni Sub County was dated 9th October, 2020 signed by the Environment Officer and CDO with mitigation measures like proper drainage systems and re-vegetation.</li> <li>• Construction of a VIP latrine at Byanamira rural growth Centre in Kashongi Sub County was dated 7th October, 2020 signed by the Environment Officer and CDO with mitigation measures like levelling the ground and planting grass.</li> </ul>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>The sector procurement projects were submitted to PDU on 26th April, 2020 which included the following;</p> <p>The construction of 5 institutional rain water harvesting tanks; Siting and drilling and installation of piped water system, Construction of 5 lined stance latrine at Akagati Rural Growth Centre, Installation of solar water pumped supply systems with 8 taps, among others</p> <p>The above projects were integrated in the LG procurement plan page 3 as was submitted to PPDA, MoLG, MoFPED for further approval on 4th, 27th, and 28th August, 2020 respectively, with a cover letter Ref. CR/D/102/1.</p>	2

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

*Maximum 14 points on this performance measure*

b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction  
Score 2:

There evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee, for example;

The siting and drilling of boreholes Ref KIRU/ 562/WRKS/2019-20/00020 was contracted to M/S ICON Projects Ltd at Ugx. 185,305,952.

The evaluation committee approved the report on 16th October, 2019.

The Contracts committee approved award on 16th December, 2019 under Min. 3/16/12/2019-20 (5) (a).

The contract agreement signed on 20th January, 2020.

The construction of 6 rain Ferro harvest tanks Ref. KIRU/562/WRKS/2019-20/00025 was contracted to Mulumba and co building construction ltd at Ugx. 37,233,720

The committee evaluated bids, method and notice on 21st February, 2020.

Contracts committee approved award on 25th February 2020 under min. 05/25/02/2019-20 (5) (b)

Date of agreement was signed on 13th March 2020.

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

*Maximum 14 points on this performance measure*

c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines  
Score 2:

There was evidence that the District Water Officer properly established the Project Implementation team, and was appointed on 25th July, 2020 comprised of;

DE – Mr Manyiraho J

DWO- Mr Nuwamanya M

EO- MS Namara D

DCDO- Mr Kagyenyi N

SAS of respective subcounties.



12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>There was evidence of standard technical designs, BOQs both the construction of Boreholes and Construction of 5 stance lined latrine with Urinal and hand wash facility.</p> <p>The technical drawings were done in house by the DWO and on sampling, item 4.04- 28-gauge pre painted iron roofing sheets 1.5 side corrugation laps and 150mm end with laps. On measurement indicated 40m2 of iron sheets.</p> <p>Also, Item No. 5.01 indicated 7 Number of solid steel doors with clusters, hinges and 2No. 12mm diameter lock bolts. All these items were observed during sampling.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was evidence that the relevant technical officers carried out monthly technical supervision and Monitoring of WSS infrastructure projects, for example; Report on 8th January, 2020; 10th March, 2020, 6th April, 2020; 12th June, 2020; the water subsector supervised and monitored projects by the DWO, CDO, and EO</p> <p>Pre-commissioning Joint monitoring and supervision of projects by district technical officers and politicians was held between 13th-17th of July, 2020 to check for any defects and be addressed before commissioning.</p>	2

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

*Maximum 14 points on this performance measure*

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

o If 100 % contracts paid on time:  
Score 2

o If not score 0

There evidence that the water supply and public sanitation infrastructure were verified and payments initiated by DWO example;

The siting and drilling of boreholes Ref KIRU/ 562/WRKS/2019-20/00020 was contracted to M/S ICON Projects ltd at Ugx. 185,305,952. The payment requisition was made on 27th May, 2020 and certification by the technical team led by the DE and having the EO and CDO, DWO and was on 13th June, 2020 and the payment was made on 25th June, 2020

The construction of 6 rain Ferro harvest tanks Ref. KIRU/562/WRKS/2019-20/00025 was contracted to M/S Mulumba and co building construction ltd at Ugx. 37,233,720. The payment claim was made on 28th May, 2020. The works were verified by the DE, CDO and EO on 7th June, 2020 and payment was made on 28th June, 2020

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

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:

Score 2, If not score 0

*Maximum 14 points on this performance measure*

There was evidence that indicated complete procurement file for water infrastructure investments is in place for example;

The siting and drilling of boreholes Ref KIRU/ 562/WRKS/2019-20/00020 was contracted to M/S ICON Projects Ltd at Ugx. 185,305,952.

Date of submission of requisitions to PDU was 27th August 2019

The evaluation committee approved the report on 16th October, 2019.

The Contracts committee approval of award on 16th December, 2019 under Min. 3/16/12/2019-20 (5) (a).

The contract agreement signed on 20th January, 2020.

Certification for payments was done on 13th June, 2020 and later payments on 25th June 2020.

The construction of 6 rain Ferro harvest tanks Ref. KIRU/562/WRKS/2019-20/00025 was contracted to M/S Mulumba and Company Building Construction Ltd at Ugx. 37,233,720

The requisition to PDU was submitted on 27th August, 2020

The committee evaluated bids, method and notice on 21st February, 2020.

Contracts committee approved award on 25th February, 2020 under min. 05/25/02/2019-20 (5) (b)

Date of agreement was signed on 13th March, 2020.

Certification for payments was approved on 7th June, 2020 and payments later on 25th June, 2020.

## Environment and Social Requirements

13	<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p> <p>Score 3, If not score 0</p>	<p>The implemented projects never attracted any grievances and therefore there was no grievances recorded, investigated, responded and reported to in the grievance log.</p>	3
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was evidence guidelines were disseminated on water source and catchment protection in a letter dated 22nd November, 2019 signed by the DWO, Environment Officer and CDO.</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 water source protection plans and natural resource management plans were prepared by the DWO Nuwamanya Moses, Namara Deborah the Environment Officer and Tukahirwa Norah the CDO in a report dated 11th November, 2019.</p>	3

15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 3, If not score 0	<p>There was evidence that all WSS projects were implemented in land where the LG had proof of consent for example;</p> <p>1) There was a land agreement between Rwentaro Yoweri of Kanyareru S/C and LC1 of Mpanga 7 written on 2nd November, 2020 agreeing to offering land for the construction of an Institutional RWHT on 7 Valleys P/S and allowing community to access the water. Agreement was signed by Rwentaro Yoweri and witnessed by Mwesigye Paddy – Chairperson LC1.</p> <p>2) A MoU signed on 22nd July 2020 between the DLG and Kinoni S/C ad Akabare / Akajumbura village availing land free of encumbrances on which a borehole was to be constructed and agreed to provide access to neighboring communities. MOU signed by Land owner Nsekeko Busasi, LC1- Mugerwa Seth, LCIII Chairperson Kakye Tumusiime and CAO/ PAS- Kakuru Danson</p> <p>3) The Catholic church of Kasharara cell and LC1 had an agreement with Kashara P/S to voluntarily give land so that the DLG constructs a RWHT for both the P/S and community to access safe water. Agreement signed by Keneth Kwesiga – General secretary on behalf of church and DWO and LC1 Chairman Nsiimire Jackson</p>	3
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:  Score 2, If not score 0	<p>There was evidence projects were certified by the Environment Officer Namara Deborah and Tukahirwa Norah the CDO before payments were done for example;</p> <ul style="list-style-type: none"> <li>• Construction of Institutional water tanks was certified on 4th June, 2020 by the Environment Officer and CDO and actual payment for the projects was made on 25th June, 2020.</li> <li>• Construction and Drilling of hand pump boreholes was certified on 13th June, 2020 by the Environment Officer and CDO and actual payment for the projects was made on 25th June, 2020.</li> </ul>	2

Safeguards in the  
Delivery of Investments

*Maximum 10 points on  
this performance  
measure*

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

Score 2, If not score 0

There was evidence monthly monitoring reports were prepared for the projects by the Environment Officer Namara Deborah and the CDO Tukahirwa Norah for example;

- Construction of institutional water tanks had reports dated 4th June, 2020 and 23rd June, 2020 signed by the Environment Officer and CDO.
- Drilling and Construction of hand pump boreholes had a report dated 4th June, 2020 signed by the Environment Officer and CDO.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	Outcome: The LG has increased acreage of newly irrigated land  Maximum score 4  Maximum 20 points for this performance area	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	Was not applicable	0
1	Outcome: The LG has increased acreage of newly irrigated land  Maximum score 4  Maximum 20 points for this performance area	b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:  • By more than 5% score 2  • Between 1% and 4% score 1  • If no increase score 0	Was not applicable	0
2	Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4	a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:  • Above 70%; score 4  • 60 – 69%; score 2  • Below 60%; score 0  Maximum score 4	Was not applicable	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0	Was not applicable	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	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	Was not applicable	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	Was not applicable	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY  • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0	Was not applicable	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure  • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0	Was not applicable	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	Was not applicable	0



4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the installed micro-scale irrigation systems during last FY are functional • If 100% are functional score 2 or else score 0	Was not applicable	0
	Maximum score 6			

**Performance Reporting and Performance Improvement**

5	Accuracy of reported information: The LG has reported accurate information	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	Was not applicable	0
	Maximum score 4			

5	Accuracy of reported information: The LG has reported accurate information	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	Was not applicable	0
	Maximum score 4			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	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	Was not applicable	0
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	Was not applicable	0
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	c.Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	Was not applicable	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans  Maximum score 6	d) Evidence that the LG has:  i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	Was not applicable	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	Was not applicable	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	Was not applicable	0
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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	Was not applicable	0
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	Was not applicable	0
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	Was not applicable	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	Was not applicable	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;  Taken corrective actions: Score 1 or else 0	Was not applicable	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	Was not applicable	0
	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	Was not applicable	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	Was not applicable	0
	Maximum score 10			

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

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</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>Was not applicable</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 score 10</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>Was not applicable</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 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>Was not applicable</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>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>Was not applicable</p>	0

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0	Was not applicable	0
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	Was not applicable	0
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	Was not applicable	0
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	Was not applicable	0
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	Was not applicable	0

## Investment Management

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p>	<p>Was not applicable</p>	<p>0</p>
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>Was not applicable</p>	<p>0</p>
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>Was not applicable</p>	<p>0</p>
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>Was not applicable</p>	<p>0</p>
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>Was not applicable</p>	<p>0</p>

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>Was not applicable</p>	<p>0</p>
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>Was not applicable</p>	<p>0</p>
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p>	<p>Was not applicable</p>	<p>0</p>
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>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</p>	<p>Was not applicable</p>	<p>0</p>
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>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</p>	<p>Was not applicable</p>	<p>0</p>



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	Was not applicable	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during:  i. Testing the functionality of the installed equipment: Score 1 or else 0	Was not applicable	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	Was not applicable	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Was not applicable	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	Was not applicable	0

## Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	Was not applicable	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	Was not applicable	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been: ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Was not applicable	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been: iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Was not applicable	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>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>Was not applicable</p>	<b>0</b>
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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>Was not applicable</p>	<b>0</b>
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15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p>	<p>Was not applicable</p>	<b>0</b>
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15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality &amp; quantity), efficiency of system in terms of water conservation, use of agro-chemicals &amp; management of resultant chemical waste containers score 1 or else 0</p>	<p>Was not applicable</p>	<b>0</b>
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15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>iii. E&amp;S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0</p>	<p>Was not applicable</p>	<b>0</b>
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15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>iv. E&amp;S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0</p>	<p>Was not applicable</p>	<b>0</b>
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No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>Evidence that the LG has recruited or requested for secondment of staff for all critical positions in the District Production Office responsible for micro-scale irrigation</p> <p>Maximum score is 70</p>	<p>If the LG has recruited the Senior Agriculture Engineer score 70 or else 0.</p>	<p>Was not applicable</p>	0
<b>Environment and Social Requirements</b>				
2	<p>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>Maximum score is 30</p>	<p>If the LG:</p> <p>a. Carried out Environmental, Social and Climate Change screening, score 15 or else 0.</p>	<p>Was not applicable</p>	0
2	<p>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>Maximum score is 30</p>	<p>b. Carried out Social Impact Assessments (ESIAs) where required, score 15 or else 0.</p>	<p>Was not applicable</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	If the LG has recruited: a. 1 Civil Engineer (Water), score 15 or else 0.	Owurahanga Noah Gad was substantively appointed on 1st November, 2020 as was directed by DSC Min. No. 37/10/20209(ii)	15
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	There was no substantive Assistant Water Officer for mobilization . Although, Tomuhairwe Rosemary was appointed on 1st June,2017 as was directed by DSC Min. No. 115/05/2017(i) as CDO. He was assigned duties of Assistant water for mobilization on 25th April, 2018 by CAO.	0
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	Bamunoba Joseph was offered contract for 1 year as borehole Maintenance Technician by CAO on 11th June,2020.	0
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	d. 1 Natural Resources Officer , score 15 or else 0.	Position was not in structure	0
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	e. 1 Environment Officer, score 10 or else 0.	Namara Deborah was substantively appointed on 1st December, 2017 as was directed by Min. No. 148/11/2019.	10
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	f. Forestry Officer, score 10 or else 0.	The position was vacant	0

**Environment and Social Requirements**

2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	There was evidence of Environmental and social screening carried out for water projects for the previous FY by Environment Officer Namara Deborah and CDO Tukahirwa Norah for example:  • Construction of an Institutional rain harvesting tank at Butembererwa Primary school in Kenshunga sub county was dated 26th September, 2019 signed by the Environment Officer and CDO.  • Construction of an Institutional water tank at Model Christian Primary school in Kitura sub county was dated 26th September, 2019 signed by the Environment Officer and CDO.  • Drilling and Construction of a hand pump borehole at Ekijunju in Kinoni Sub County was dated 24th September, 2019 signed by the Environment Officer and CDO.	10
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	There was evidence Environment and Social Impact Assessment was carried out for the projects implemented in the previous FY in a report dated 29th November, 2019 signed by the Environment Officer and CDO.	10
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	There was evidence of an abstraction permit issued on 23rd July, 2019 for drilling of boreholes granted for period of one year from Monday 1st July, 2019, to Tuesday 30th June, 2020 signed by Eng. Kavutse Dominic director of water department.	10

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>If the LG has substantively recruited or formally requested for secondment of:</p> <p>a. District Health Officer, score 10 or else 0.</p>	<p>Dr. Kanya David Ivan was appointed on 29th March, 2010 as was directed by DSC Min. No. 44/2010</p>	10
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>Barebereho John Bosco was appointed on 1st November, 2020 as was directed by DSC Min. No. 37/10/2020(xiv) as Assistant District Health Officer Maternal, Child Health and Nursing</p>	10
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>c. Assistant District Health Officer Environmental Health, score 10 or else 0.</p>	<p>The position was Vacant but was advertised in an external advert in the New Vision of 23rd April, 2020 and the recruitment process had started and amplitude tests had been completed by the assessment time but the Covid-19 had greatly affected the process.</p>	0
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>d. Principal Health Inspector (Senior Environment Officer) , score 10 or else 0.</p>	<p>The position was Vacant but was advertised in an external advert in the New Vision of 23rd April, 2020 and the recruitment process had started and amplitude tests had been completed by the assessment time but the Covid-19 had greatly affected the process.</p>	0

1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.	e. Senior Health Educator, score 10 or else 0.	The position was Vacant but was advertised in an external advert in the New Vision of 23rd April, 2020 and the recruitment process had started and amplitude tests had been completed by the assessment time but the Covid-19 had greatly affected the process.	0
	Applicable to Districts only.			
	Maximum score is 70			
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.	f. Biostatistician, score 10 or 0.	Atwiine Johnson was appointed on 30th March, 2020 as was directed by DSC Min No. 05/03/2020.	10
	Applicable to Districts only.			
	Maximum score is 70			
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.	g. District Cold Chain Technician, score 10 or else 0.	Angole John Baptist was appointed on 2nd November,2020 as was directed by DSC Min. No. 37/10/2020(i)	10
	Applicable to Districts only.			
	Maximum score is 70			
1	Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.	h. If the MC has in place or formally requested for secondment of Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.		
	<i>Applicable to MCs only.</i>			
	<i>Maximum score is 70</i>			
1	Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.	i. If the MC has in place or formally requested for secondment of Principal Health Inspector, score 20 or else 0.		
	<i>Applicable to MCs only.</i>			
	<i>Maximum score is 70</i>			



1	<p>Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>j. If the MC has in place or formally requested for secondment of Health Educator, score 20 or else 0.</p>
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**Environment and Social Requirements**

2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence Environmental and social screening was carried out for the current FY projects by the Environment Officer Namara Deborah and Tukahirwa Norah the CDO for example:</p> <ul style="list-style-type: none"> <li>• Upgrade of Rurambira HC II to HC III in Nyakashashara sub county was dated 14th September, 2020 by the Environment Officer and CDO.</li> <li>• Construction of an OPD at Kashongi HC III in Kashongi sub county was dated 5th October, 2020 by the Environment Officer and CDO.</li> <li>• Construction of a maternity ward at Nyakashashara HC III in Nyakashashara sub county was dated 14th September, 2020 signed by the Environment Officer and CDO.</li> </ul>	<b>15</b>
2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>There was evidence ESIAs was carried out for the Upgrade of Rurambira HC II to HC III, Construction of an OPD at Kashongi HC III and Construction of a maternity ward at Nyakashashara HC III in a report dated 5th November, 2020 signed by the Environment Officer and CDO.</p>	<b>15</b>

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>Evidence that the LG has substantively recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Education Office namely:</p> <p><i>The maximum score is 70</i></p>	<p>If the LG has substantively recruited or formally requested for secondment of:</p> <p>a) District Education Officer/ Principal Education Officer, score 30 or else 0.</p>	<p>The District did not have a substantively appointed District Education Officer .</p> <p>Mwiine Lamech Mirembe the Ag. DEO is an Inspector of Schools appointed on 20th January, 2016 as was directed by DSC Min. No. 43/01/2016 (lxxxii).</p> <p>He was assigned duties of Ag. DEO by the CAO on 25th October, 2017 via letter CR/218/1.</p>	0
1	<p>Evidence that the LG has substantively recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Education Office namely:</p> <p><i>The maximum score is 70</i></p>	<p>If the LG has substantively recruited or formally requested for secondment of:</p> <p>b) All District/Municipal Inspector of Schools, score 40 or else 0.</p>	<p>The District did not have a substantively appointed District inspector of Schools.</p> <p>Kiruhura District had two inspectors of Schools and only was substantively appointed;</p> <p>Tumukunde B. Joseph Duncan the Ag. DIS is an inspector of Schools. He was appointed on 7th July, 2020 as was directed by DSC Min. No. 21/06(iii). He was assigned duties on 19th September, 2019.</p> <p>Kyomuhendo Lydia the Inspector of Schools was appointed on 7th July, 2020 as was directed by DSC Min. No. 21/06/2020 (iv)</p>	0

**Environment and Social Requirements**

2

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

The Maximum score is 30

If the LG carried out:

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

There was evidence of Environmental and social screening forms signed by Namara Deborah the Environment Officer and Tukahirwa Norah the CDO for Education projects for instance;

- Construction of a 2-classroom block with an office and store at Bisheshe primary school in Sanga Town council was dated 10th October, 2019 signed by the Environment Officer and CDO.

- Construction of a 2-classroom block with an office and store at Rushere primary school in Kenshunga sub county was dated 10th October, 2019 signed by the Environment Officer and CDO.

- Construction of a 2-classroom block with an office and store at Kashwa primary school in Kiruhura Town council was dated 10th October, 2019 signed by the Environment Officer and CDO.

15

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)

The Maximum score is 30

If the LG carried out:

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

There was evidence to prove that the ESIAs were carried out for the projects at Rushere, Bisheshe and Kashwa primary schools as per a report dated 18th November, 2019 signed by the Environment Officer and CDO.

15

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	Muhoozi Patrick was substantively appointed as CFO on 7th October, 2005 as was directed by DSC Min. No. 94/9/2005	3
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	Atwiine Johnson was on 30th March, 2020 appointed as was directed by DSC Min. No. 05/03/2020 as Biostatistician. He was assigned duties of District Planner on 1st July, 2018 by CAO.  The LG had planned to recruit in the 4th Quarter of FY 2019/20 to substantively fill the Positions of the District Planner, District Engineer, Natural Resources, Production DCSO and Commercial Officer among other vacancies. An external advert was run in the New Vision of 23rd April, 2020. Applications were received directly or online however the shortlisting and interviewing of candidates could not be conducted because of the Covid-19 lockdown.  The Public Service Commission through the External Circular, No. 3/2020 of 17th June, 2020 signed by Justice Ralph W Ochan guided that adverts that were running before and during Covid-19 be extended after Lockdown for the equivalent to the period that was affected by the Lockdown	0

1 Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.

c. District Engineer/Principal Engineer, score 3 or else 0

Manyiraho James was appointed on 14th September, 2015 as was directed by DSC Min. No. 21/09/2015(i) as Assistant Engineer. He was assigned duties of District Engineer on 16th November, 2015 by CAO .

0

The LG had planned to recruit in the 4th Quarter of FY 2019/20 to substantively fill the Positions of the District Planner, District Engineer, Natural Resources, Production DCSO and Commercial Officer among other vacancies. An external advert was run in the New Vision of 23rd April, 2020. Applications were received directly or online however the shortlisting and interviewing of candidates could not be conducted because of the Covid-19 lockdown.

1 Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.

d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0

Namara Deborah was appointed on 1st December, 2017 as directed by Min. No. 148/11/2019 as Senior Environment. She was assigned duties of District Natural Resources officer on 3rd November, 2014 by CAO.

0

The LG had planned to recruit in the 4th Quarter of FY 2019/20 to substantively fill the Positions of the District Planner, District Engineer, Natural Resources, Production DCSO and Commercial Officer among other vacancies. An external advert was run in the New Vision of 23rd April, 2020. Applications were received directly or online however the shortlisting and interviewing of candidates could not be conducted because of the Covid-19 lockdown.

1

Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.

Maximum score is 37.

e. District Production Officer/Senior Veterinary Officer,

score 3 or else 0

Asiimwe Karimu Grace was appointed on 1st November, 2017 as was directed by DSC Min. No. 148/11/2017 as Veterinary officer. He was assigned duties of District Production officer on 8th May, 2017 by CAO.

The LG had planned to recruit in the 4th Quarter of FY 2019/20 to substantively fill the Positions of the District Planner, District Engineer, Natural Resources, Production DCSO and Commercial Officer among other vacancies. An external advert was run in the New Vision of 23rd April, 2020. Applications were received directly or online however the shortlisting and interviewing of candidates could not be conducted because of the Covid-19 lockdown.

0

1

Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.

Maximum score is 37.

f. District Community Development Officer/ Principal CDO,

score 3 or else 0

Tukahirwa Norah Kagyenyi was appointed on 19th January, 2018 as was directed by DSC Min. No. 157/01/2018(ii) as Senior CDO. She was assigned duties of DCDO by CAO on 27th July, 2018.

The LG had planned to recruit in the 4th Quarter of FY 2019/20 to substantively fill the Positions of the District Planner, District Engineer, Natural Resources, Production DCSO and Commercial Officer among other vacancies. An external advert was run in the New Vision of 23rd April, 2020. Applications were received directly or online however the shortlisting and interviewing of candidates could not be conducted because of the Covid-19 lockdown.

0

1	<p>Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.</p> <p>Maximum score is 37.</p>	<p>g. District Commercial Officer/Principal Commercial Officer,</p> <p>score 3 or else 0</p>	<p>Nankunda Scovia Burosho was appointed on 19th January, 2018 as was directed by DSC Min. No. 157/01/2018 as Assistant Accountant. She was assigned duties of District commercial officer on 1st July, 2019 by CAO.</p> <p>The LG had planned to recruit in the 4th Quarter of FY 2019/20 to substantively fill the Positions of the District Planner, District Engineer, Natural Resources, Production DCSO and Commercial Officer among other vacancies. An external advert was run in the New Vision of 23rd April, 2020. Applications were received directly or online however the shortlisting and interviewing of candidates could not be conducted because of the Covid-19 lockdown.</p>	0
1	<p>Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.</p> <p>Maximum score is 37.</p>	<p>other critical staff</p> <p>h (i). A Senior Procurement Officer (Municipal: Procurement Officer)</p> <p>score 2 or else 0.</p>	<p>Kukiriza Milly was substantively appointed on 17th September, 2020 as was directed by DSC Min. No. 28/09/2020.</p>	2
1	<p>Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.</p> <p>Maximum score is 37.</p>	<p>h(ii). Procurement Officer (Municipal Assistant Procurement Officer),</p> <p>score 2 or else 0</p>	<p>The position was Vacant but was advertised in an external advert in the New Vision of 23rd April, 2020 and the recruitment process had started and amplitude tests had been completed by the assessment time but the Covid-19 had greatly affected the process.</p>	0
1	<p>Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.</p> <p>Maximum score is 37.</p>	<p>i. Principal Human Resource Officer,</p> <p>score 2 or else 0</p>	<p>Kakuru Fred was substantively appointed on 19th April, 2011 as was directed by DSC Min. No. 128/2011(i)</p>	2

1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	j. A Senior Environment Officer,  score 2 or else 0	Namara Deborah was substantively appointed on 1st December, 2017 as was directed by Min. No. 148/11/2019.	2
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	k. Senior Land Management Officer,  score 2 or else 0	Mwijustya Yafesi was substantively appointed on 29th December, 2015 as was directed by DSC Min No. 35/12/2015.	2
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	l. A Senior Accountant,  score 2 or else 0	Nuwamanya Robert was substantively appointed on 28th June, 2016 as was directed by DSC Min. No. 81/06/2016(ii)	2
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	m. Principal Internal Auditor for Districts and Senior Internal Auditor for MCs,  score 2 or else 0	Mwesigye Emmanuel was appointed on 11th November, 2005 as was directed by DSC Min. No. 186/11/2005 as internal Auditor. He was assigned duties of principal Internal Auditor by CAO on 1st July, 2018.	0
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC),  score 2 or else 0	Kambagira Jotham was substantively appointed on 1st December, 2017 as was directed by DSC Min. No. 148/11/2017(vi) (b).	2



Evidence that the LG has recruited or formally requested for secondment of staff for all essential positions in every LLG

Maximum score is 15

If LG has recruited or requested for secondment of:

a. Senior Assistant Secretaries in all LLGS,

score 5 or else 0

There was evidence of recruiting the sub county chiefs and Town Clerks as indicated below;

- Muhwezi Godfrey was appointed on 19th March, 2018 as Assistant Town Clerk as was directed by DSC Min. No. 171/03/218p9(i).
- Arinaitwe Innocent was appointed on 5th June, 2018 as was directed by DSC Min. No. 194/05/2018(f)(i) as Assistant Town Clerk in Sanga Town Council.
- Kyobutungi Catherine Betsy was appointed on 1st December, 2019 as was directed by DSC Min. No. 148/11/2017(xii)(b) at Kanyanyeru Sub County.
- Kyomugasho Monica was appointed on 1st December, 2017 as was directed by DSC Min. No. 148/11/2017(xiv)(b) at Kikatsi Sub County.
- Natukunda Justine was appointed on 1st December, 2019 as was directed by DSC Min. No. 148/11/2017(xi)(6) at Sanga Sub county.
- Nayebare Stephen was appointed on 19th January, 2018 as was directed by DSC Min. No. 157/01/2018(iii) at Kashogi Sub county.
- Arinanye Joseph was appointed on 1st December, 2017 as was directed by DSC Min. No. 148/11/2017(x)(b) at Kinoni Sub county.
- Tumusime Benon was appointed on 24th June, 2011 as was directed by DSC Min. No. 138/2011(b) at Kashunga Sub county.
- Asiiimwe Norman was appointed on 25th March, 2011 as was directed by DSC Min. No. 120/2011(b)(6) at Kitura Sub county.
- Nuwamanya Murangira Bright was appointed on 19th March, 2018 as was directed by DSC Min. No. 171/03/2018. at Nyakashashara sub county.

Evidence that the LG has recruited or formally requested for secondment of staff for all essential positions in every LLG

Maximum score is 15

If LG has recruited or requested for secondment of:

b. A Community Development Officer or Senior CDO in case of Town Councils, in all LLGS

score 5 or else 0.

There was evidence of recruiting the CDO and Senior CDO as indicated below;

- Kyoburunga Cossy was appointed on 11th February, 2019 as was directed by DSC Min. No. 227/02/2019(e)(v) at Sanga Sub county.
- Takamanya Barnet was appointed on 1st December, 2015 as was directed by DSC Min. No. 13/12/2015(vi) at Kashogi Sub county.
- Tibaigana Moses was appointed on 29th March, 2020 as directed by DSC Min. No. 32/3/2012(20) at Sanga Town council.
- Taremwa Michael was appointed on 7th July, 2020 as was directed by 21/06/2020(i) and was posted at Kiruhura Town council.
- Kansiiime Mackline was appointed on 15th February, 2019 as was directed by DSC Min. No. 227/02/2019€ (ii) and was posted at Kanyanyeru Sub county.
- Tumuhikye Martin was appointed on 19th March, 2018 as was directed by DSC Min. No. 171/03/218k(i) and was posted at Nyakashashara Sub county
- Niwamanya Agnes was appointed on 14th June 2013 as was directed by DSC Min. No. 68/06/2013(vii) and was posted at Kitura Sub county.
- Akampa Frank was appointed on November 1st 2020 as was directed by DSC Min No. 37/10/2020(xvi) and was posted at Kikatsi Sub county.
- Nshemerirwe Vincent was appointed on 19th March, 2018 as was directed by DSC Min. No. 171/03/218(q)(iv) and was posted at Kinoni sub county.
- Tumuhairwe Rosemary on 1st June, 2017 was appointed as was directed by DSC Min. No. 115/05/2017(i) and was posted at Keshunga sub county.

Evidence that the LG has recruited or formally requested for secondment of staff for all essential positions in every LLG

Maximum score is 15

If LG has recruited or requested for secondment of:

c. A Senior Accounts Assistant or an Accounts Assistant in all LLGS,

score 5 or else 0.

There was evidence of recruiting the Accounts Assistants and Senior accounts assistant as indicated below;

- Muhwezi Albert was appointed on 25th June, 2009 as was directed by DSC Min. No. 40/2009(i) and was posted at Keshunga Sub county.
- Mbeiza Sarah was appointed on 25th June, 2009 as was directed by DSC Min. No. 40/2009(ii) and posted at Kanyaryeru.
- Akampulira Christine was appointed on 15th February, 2019 as was directed by DSC Min. No. 227/02/2019(j)(i) and was posted at Kiruhura Town council.
- Tuhimbise Elias was appointed on 21st June, 2006 as was directed by DSC Min. No. 34/2/2006(e) and was posted at Kikatsi sub county
- Kakirwa Nicholas was appointed on 1st June, 1995 as was directed by DSC Min. No. 132/95 and was posted at Kashongi Sub county.
- Mbasaa Alex was appointed on 19th March, 2018 as was directed by DSC Min. No. 19th March, 2018 and was posted at Kitura Sub county
- Nabaasa Naboth was appointed on 25th March, 2011 as was directed by DSC Min. No. 25/2011/(a)(i) and was posted at Kinoni Sub county.
- Kamugisha Edward was appointed on 19th May, 2020 as was directed by DSC Min. No. 278(8)/5/2000 and was posted at Sanga Sub county.
- Komuhagi Justine was appointed on 29th March, 2012 as was directed by DSC Min. No. 32/3/2012(21) and was posted at Sanga Town Council.
- Kamwine Winfred was appointed on 1st June, 1995 as was directed by DSC Min. No. 132/95/1995 and was posted at Nyakashashara sub county.

3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>a. Natural Resources department,</p> <p>score 2 or else 0</p>	<p>The cumulative release for Natural Resource was UGX 168,065,794 on page 20 of the financial statement against the warrant which was UGX 168,065,794 as per the statement of Appropriation Account [based on services voted] in the draft final accounts for the FY ended 30th June, 2020.</p>	2
3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>b. Community Based Services department.</p> <p>score 2 or else 0.</p>	<p>The cumulative release for Community Based Services was UGX 169,065,794 on page 20 of the financial statement against the warrant which was UGX 169,065,794 as per the statement of appropriation account [based on services voted] in the draft final accounts for the FY ended 30th June, 2020.</p>	2
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>a. If the LG has carried out Environmental, Social and Climate Change screening,</p> <p>score 4 or else 0</p>	<p>The implemented project was not infrastructural therefore did not require screening for instance:</p> <ul style="list-style-type: none"> <li>• Supply of desks to UPE schools.</li> </ul>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),</p> <p>score 4 or 0</p>	<p>The DDEG project that was implemented did not require ESIAs.</p>	4

4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;</p> <p>score 4 or 0</p>	<p>The implemented project did not require costing of the ESMPs.</p>	4
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**Financial management and reporting**

5	<p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p>	<p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p>	<p>Awaits for audit opinion from OAG due in December, 2020</p>	0
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6	<p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p> <p>maximum score is 10</p>	<p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p> <p>score 10 or else 0.</p>	<p>Kiruhura District LG provided information to the PS/ST on the status of implementation of Internal Auditor General's findings for financial year 2018/2019 on 10th December, 2019.</p> <p>On Auditor General's findings for the same FY 2018/2019 the information on the status of implementation of the finding was provided on 14th February, 2020.</p> <p>The District was compliant since both submissions were made before end of February, 2020 as required by PFMA s.11 2g.</p>	10
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7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p>	<p>The District LG submitted, online using PBS the Annual Performance Contract for 2020/2021 to the MoFPED on 19th June, 2020. This was before August, 31st and for this matter the District was compliant with the time frame set in the Manual.</p>	4
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8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>The LG submitted the Annual Performance Report for FY 2019/2020 to the MoFPED on 11th September, 2020 online using the Program Budgeting System and was received on the same day. This submission was outside the time set the Manual of before 31st August</p>	0
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>Maximum score is 4</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>score 4 or else 0.</p>	<p>The District submitted online using the Program Budgeting System, all the four Quarterly Budget Performance Reports for FY 2019/2020 to the MoFPED as follows: 1st Quarter on 19th December, 2019, 2nd Quarter on 19th February, 2020, 3rd Quarter on 24th April, 2020 and 4th Quarter on 11th September, 2020.</p> <p>The District submitted the 4th quarter report beyond the set date 31st August which meant noncompliance.</p>	0