



LGMSD 2021/22

Namayingo District

(Vote Code: 594)

Assessment	Scores
Crosscutting Minimum Conditions	68%
Education Minimum Conditions	100%
Health Minimum Conditions	90%
Water & Environment Minimum Conditions	75%
Micro-scale Irrigation Minimum Conditions	70%
Crosscutting Performance Measures	70%
Educational Performance Measures	60%
Health Performance Measures	61%
Water & Environment Performance Measures	56%
Micro-scale Irrigation Performance Measures	2%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): • If so: Score 4 or else 0 	<p>Evidence from the list of DDEG funded projects for the FY 2020/2021 in the work plan summary on page 10, and in the project desk appraisal report on the 19th November, 2019, indicate that infrastructure projects implemented using DDEG funding are functional and utilized by the beneficiaries. 14 projects were undertaken, however only 2 were eligible infrastructure implemented using DDEG funding during the year as documented below;</p> <ol style="list-style-type: none"> 1. Fencing district land at UGX 52,000,000 started on the 01/04/2021 and completed on the 04/06/2021 per the completion report done by the district engineer and certificate on the 04/06/2021. The fence helped separate the Judiciary and police land from that of the district. 2. Completion and retention for water borne toilet for finance and planning block at a cost of UGX 10,936,000, started on the 08/04/2021 and completed on the 01/06/2021 per completion certificate on 01/06/2021. The toilet is in use by the finance and Planning office. 	4
2	<p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>a. If the average score in the overall LLG performance assessment increased from previous assessment :</p> <ul style="list-style-type: none"> o by more than 10%: Score 3 o 5-10% increase: Score 2 o Below 5 % Score 0 	<p>Not applicable at the LG since the assessment tool has not yet been provided to the LG to assess LLGs at the time of the assessment on the 22/11/2021.</p>	0

Service Delivery
Performance

Maximum 6 points on
this performance
measure

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

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

From the LG approved annual Budget estimate for the FY 2020/2021, (Ref. Page 9 and 13) there were only two DDEG funded investment projects and these are;

1. Fencing district land at UGX 52,000,000 started on the 01/04/2021 and completed on the 04/06/2021 per the completion report done by the district engineer and certificate on the 04/06/2021.
2. Completion of finance and planning toilet UGX 10,936,000, started on the 08/04/2021 And completed on the 01/06/2021 per completion certificate on 01/06/2021.

Quarter 4 performance report 2020/2021, (Page 42) provide more evidence that DDEG funded projects were and completed 100%.

Investment
Performance

Maximum 4 points on
this performance
measure

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

Score 2 or else score 0.

Pages 7-9 of the DDEG guidelines for the FY 2020/2021, highlights the projects eligible for funding; Under water and sanitation, DDEG guidelines provide for; Tree planting and greenery of public places. Under engineering services, the guidelines allow for construction of public buildings and major up-grading. Under performance improvement support, the guidelines allow for ICT equipment, small office equipment and retooling.

The DDEG budget for the previous year was UGX 111,816,377 and this was spent on DDEG eligible activities as per the Grant Budget and Implementation Guidelines. The projects were;

1. Completion and retention of water borne toilet – UGX 10,935,700;
2. Procurement of filling cabinet- UGX 2,064,300;
3. Procurement of office furniture- UGX 1,500,000;
4. Establishment of district tree nursery – UGX 2,000,000;
5. Tree planting and Greenery of road reserves- UGX 6,953,377;
6. Payment of variation and completion works-UGX 9,000,000
7. Burglar proofing for record offices- UGX 4,137,000;
8. District fencing- UGX 52,000,000;
9. Metallic cabin for record office- UGX 3,363,000;
10. Procurement of 2 notice boards- UGX 2,000,000;
11. Procurement of printer for HR office- UGX 1,500,000;
12. Installation of local area network- UGX 6,500,000;
13. Procurement of public address system for council hall- UGX 7,000,000; and
14. Repair of solar panel on administration block- UGX 2,863,000.

3	Investment Performance Maximum 4 points on this performance measure	b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates, score 2 or else score 0	There was evidence that the variation of the only two planned and sampled DDEG funded project for the FY 2020/2021 were within the +/-20% of the LG engineers estimates as follows; Project: Fencing of District Headquarters, NAMA594/WRKS/20-21/00002 Contractor: Herlende Investments Limited Contract Amount = Ugx. 52,000,000 Engineers Estimate = Ugx. 52,000,000 Variation = 0%; and Project: Construction of Namayingo Town Council Administration Block, NAMA594/WRKS/20-21/00010 Contractor: Nabo International (U) Limited Contract Amount = Ugx. 99,997,900 Engineers Estimate = Ugx. 100,000,000 Variation = +0.002%	2
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Performance Reporting and Performance Improvement

4	Accuracy of reported information Maximum 4 points on this Performance Measure	a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate, score 2 or else score 0	For the 3 sampled LLGs; Sigulu, Mutumba and Buswale Sub county, there was evidence provided to show that information on all the positions filled is accurate as per minimum staffing standards. As per approved staffing Structure 26th November 2020, all the positions filled are as per approved numbers of staff in each sub county.	2
4	Accuracy of reported information Maximum 4 points on this Performance Measure	b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG: • If 100 % in place: Score 2, else score 0. Note: if there are no reports produced to review: Score 0	Evidence availed indicate there were reports on infrastructure constructed using the DDEG Funds. 1. Fencing district land at UGX 52,000,000 started on the 01/04/2021 and completed on the 04/06/2021 per the completion report done by the district engineer and certificate on the 04/06/2021. Report on completion work was prepared by the District Engineer (Kirya Godfrey) on the 22/06/2021. 2. Completion and retention for water borne toilet for finance and planning block at a cost of UGX 10,936,000, started on the 08/04/2021 And completed on the 01/06/2021 per completion certificate on 01/06/2021. Report on completion work was prepared by Ass. Engineering officer (Nafula Caroline) on the 01/06/2021.	2

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	No evidence was provided to show that the LG submitted staffing requirements for the coming FY 2022/2023 to MoPs.	0
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	As per Namayingo District staff attendance monthly report for FY2020/2021, dated July 2021 and Staff Attendance reports for 1st,2nd, 3rd and 4th Quarters FY 2020/2021, submitted to MoPS on 22nd November 2021 under Ref. No. ADMIN/NMGO/154/1, the district conducted a tracking and analysis of staff attendance as guided by Ministry of Public Service. The reports among others included names of staff, days worked, and percentage of time worked by each staff.	2
7	Performance management Maximum 5 points on this Performance Measure	i. Evidence that the LG has conducted an appraisal with the following features: HODs have been appraised as per guidelines issued by MoPS during the previous FY: Score 1 or else 0	As per staff appraisal reports availed by the HR department as evidence, not all HoDs were appraised. For example; - Kaawo Kawere Naay, the District Education Officer was not appraised; - Mr. Moses Makoha Nasinyama, the District Planner was not appraised; - Mr. Kirya Godfrey, the District Engineer was appraised on 7th /July/ 2021; - Ogotu Paul, the Chief Finance Officer was appraised on 28th /July/ 2021; - Magoola Patrick, the District Health Officer was appraised on 30th/July/ 2021; - Dr. Batwala Steven, the District Production Officer was appraised on 30th/ August/ 2021; - Ms. Nandudu Betty Mubiita, the District Community Development Officer was appraised on 9th /September /2021 and - Odaka Zadok, the District Commercial Officer was appraised on 13th /August/ 2021.	0

7	Performance management Maximum 5 points on this Performance Measure	ii. (in addition to "a" above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines: Score 1 or else 0	No evidence was provided in either the Committee file or staff personal files to show that the administrative rewards and sanctions were implemented on time. However, Minutes on summarized cases were found in the file indicating different hearings dates for various staff. For Example; - In the minutes of the Rewards and Sanction Committee Meeting held on 9th/February/ 2021 to review absconment/insubordination, there were only list of staff involved for various case and recommendations made but no action taken against them. - In the Reward and Sanction committee meeting held on 8th /June/ 2021 to discuss issues of false accountability of Government Funds, shows only staff involved in the case and recommendations made but no action taken.	0
7	Performance management Maximum 5 points on this Performance Measure	iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional. Score 1 or else 0	From the evidence provide by the HR department in the Committee file, the LG established Consultative Committee (CC) for staff grievance redress, however, no evidence was provided to show that this committee was functioning. Apart from letter of appointment of the committee members, no record of any case handled was found in the Consultative Committee (CC) file.	0
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.	No evidence of staff recruitment in the previous FY2020/2021 was provided neither did the HR team provide evidence to show their access to salary payroll.	0
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.	The HR department provided list of those who retired in the previous FY2020/2021, however, no evidence was provided to show their access to pension payroll.	0
Management, Monitoring and Supervision of Services.				
10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery Maximum 6 points on this Performance	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY: Score 2 or else score 0	The approved direct DDEG transfers to LLGs budgets for the LG FY 2020/2021 was UGX 277,876,848, as per the IFMIS expenditure limit. The LG transferred the DDEG funds in three equal installments are outlined below;	2

Measure

1st Quarter transfer was UGX 92,625,616 on 01/09/2020; LLGs that received the Q1, DDEG transfers were;

1. Banda- UGX 15,647,196;
2. Sigulu Island- UGX 7,541,579;
3. Buyinja- UGX 9,333,637;
4. Buswale- UGX 10,629,433;
5. Mutumba- UGX 15,371,495;
6. Lolwe- UGX 6,218,213;
7. Namayingo TC- 11,863,521;
8. Bukana- UGX 10,905,134; and
9. Buhemba-UGX 5,115,408.

2nd Quarter transfer was UGX 92,625,616 on 27/10/2020; LLGs that received the Q2, DDEG transfers were;

1. Banda- UGX 15,647,196;
2. Sigulu Island- UGX 7,541,579;
3. Buyinja- UGX 9,333,637;
4. Buswale- UGX 10,629,433;
5. Mutumba- UGX 15,371,495;
6. Lolwe- UGX 6,218,213;
7. Namayingo TC- 11,863,521;
8. Bukana- UGX 10,905,134; and
9. Buhemba-UGX 5,115,408.

3rd Quarter transfer was UGX 92,625,616 on 03/02/2021; LLGs that received the Q3, DDEG transfers were;

1. Banda- UGX 15,647,196;
2. Sigulu Island- UGX 7,541,579;
3. Buyinja- UGX 9,333,637;
4. Buswale- UGX 10,629,433;
5. Mutumba- UGX 15,371,495;
6. Lolwe- UGX 6,218,213;
7. Namayingo TC- 11,863,521;
8. Bukana- UGX 10,905,134; and
9. Buhemba-UGX 5,115,408.

10 Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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):

Score: 2 or else score 0

From the evidence gathered and presented to the assessor including the expenditure limit approvals provided, timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, were not done in accordance to the requirements of the budget for each quarter as indicated below;

1st quarter release was on 09/07/2020, LG warranting was done on 06/08/2020;

2nd quarter release was done on 06/10/2020, LG warranting was done on 17/10/2020; and

3rd quarter release was done on 08/01/2021, LG warranting was done on 20/01/2021.

0

10 Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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:

Score 2 or else score 0

There was evidence that the LG invoiced and communicated ALL DDEG transfers for the previous FY to LLGs although the transfers were not within 5 working days from the date of funds release in each quarter.

Q1 fund release was done on the 09/07/2020, warranted on the 06/08/2020 and communication from CAO was on the 28/08/2020, The selected samples for Q1 are Banda sub county, Sugulu Sub county and Buyinja Sub county, all were invoice on the 01/09/2020;

Q2 fund release was done on the 06/10/2020, warranted on the 17/10/2020 and communication from CAO was on the 28/10/2020. The selected samples for Q2 are Banda sub county, Sugulu Sub county and Buyinja Sub county, all were invoice on the 27/10/2020; and

Q3 fund release was done on the 08/01/2021, warranted on the 20/01/2021 and communication from CAO was on the 04/02/2021. The selected samples for Q3 are Banda sub county, Sugulu Sub county and Buyinja Sub county, all were invoice on the 03/02/2021.

0

11

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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

Score 2 or else score 0

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

1st Quarter mentorship was held on the 30/09/2020 and a report submitted to the CAO on the 02/10/2020 under the heading "LLG capacity building. Trainees included sub county chiefs, CDOs and sub county accountants, Agricultural officers and parish chiefs.

2nd Quarter mentorship was held on the 04/01/2021 and a report submitted to the CAO on the 13/01/2021 under the heading "LLG capacity building training on Q2 reporting". Trainees included sub county chiefs, CDOs and Health center in charge, Agriculture Officers and sub county leaders.

3rd Quarter mentorship was held on the 18/03/2021 and a report submitted to the CAO on the 18/03/2021 under the heading "Capacity building training for the preparation of aligned draft budget estimates FY 2021/2022 to NDP III" Trainees included sub-county chiefs, CDOs and sub county accountants.

4th Quarter mentorship was held on the 11/05/2021 and a report submitted to the CAO on the 11/05/2021 under the heading "Capacity Building training on resources for awareness of population impact on development". Trainees included sub county chiefs, CDOs, sub county accountants, parish chiefs, Agriculture Officers, fisheries officers and Health facilities in charge.

11	<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>Score 2 or else score 0</p>	<p>There was evidence the LG Monitoring reports were discussed in the TPC and there is evidence for corrective actions and follow up;</p> <p>Q1. monitoring report was discussed on the 17/11/2020 under minute number 5/TPC/11/2020; Recommendations made; service provider for Bukanda and siyanjongya HC II to III upgrades had been paid half and the district was to look for more money to pay.</p> <p>Q2. monitoring report was discussed on the 20/05/2021 under minute number 5/TPC/5/2021;</p> <p>Recommendation made: renovation of Bukimbi HC II, the chairperson LC III should make a follow up on the missing old iron that were removed during the roof renovation.</p> <p>Q3. monitoring report was discussed on the 20/05/2021 under minute number 5/TPC/5/2021;</p> <p>Recommendation made: The pit latrine constructed at Butajja community learning center should have an external door to improve on the hygiene.</p>
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Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</p>	<p>The LG maintained a detailed and up-to-date Asset Register as per format outlined in the Local Governments Financial and Accounting Manual 2007.</p>
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>From the evidence obtained by way of reviewing the board of survey report prepared on the 26/08/2021 signed by the Principal Assistant Secretary/Chairperson Board of Survey (Wabwire Shafen F.B) which was submitted to the Auditor General on the 31/08/2021 and ministry of Local government on the 31/08/2021, the report formed a basis to which guidance was sought on procurement, maintenance and disposal of Assets. For example, (page 2 of 71) contains follow up on the previous board of survey recommendations. Also, on page 70, the report lists all Items to be boarded off including desk top computers, photocopiers etc. This process is still on going at the time of the assessment.</p>	1
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>There is evidence that the LG's physical planning committee is functional and members are listed below;</p> <p>According to the Physical Planning Act 2010, article 9 calls for the establishment of the District Planning Committee. Therefore, the CAO (Ms Namayega Edith) appointed the physical planning committee as follow;</p> <ol style="list-style-type: none"> 1. Ms. Namayega Edith – Chair 2. Auma Brenda- Secretary 3. Kirya Godfrey- District Roads Engineer 4. Kaawo Kawere Naay- DEO 5. Wabusa Joshua- District water Officer 6. Wandera Bernard Bacheha- District staff surveyor 7. Hasoho Jolly- Principal Town Clerk 8. Magola Patrick- DHO 9. Nandudu Betty Mubita- DCDO 10. Discharch Musa- Environment Officer, 11. Dembe Daniel Okello-Agricultural Officer 12. Busagwa Alex- Natural Resources Officer 13. Ojiambo Fred- Physical planner in private practice. <p>The four quarterly minutes were submitted to MoLHUD as follows;</p> <p>1st Quarter minutes prepared by the Secretary district planning committee (Auma Brenda), Approved by the Chairperson District Planning Committee (Agum Moses) on the 09/11/2020, and submitted to MoLHUD on the 09/11/2020;</p>	2

2nd Quarter minutes prepared by the Secretary district planning committee (Auma Brenda), Approved by the Chairperson District Planning Committee (Namayega Edith) on the 04/02/2021, and submitted to MoLHUD submitted on the 22/02/2021;

3rd Quarter minutes prepared by the Secretary district planning committee (Auma Brenda), Approved by the Chairperson District Planning Committee (Namayega Edith) on the 16/03/2021, and submitted to MoLHUD submitted on the 09/00/2021; and

4th Quarter minutes prepared by the Secretary district planning committee (Auma Brenda), Approved by the Chairperson District Planning Committee (Namayega Edith) on the 27/05/2021, and submitted to MoLHUD submitted on the 09/09/2021.

12

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

d.For DDEG financed projects;

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

Score 2 or else score 0

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

From the Evidence of the desk appraisal report reviewed, all prioritised investments are derived from the LG Development Plan (ref. page 155, 162, 168, 186, and 188). Desk appraisal were conducted for all the 26 projects (Ref. pages 3-7), including the health sector specific projects, Water specific projects and Education sector specific projects. Desk appraisal report was prepared on the 19/11/2019 by the district planner (Mangeni Martin) and submitted to CAO on the 20/11/2019.

2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG has conducted field appraisal for 7 projects (Ref. pages 1-10) to check for technical feasibility, Environmental and social acceptability and customized design for investment projects of the previous FY. Field appraisal report was done on 29/11/2019 by the district planner (Discharch Musa) and submitted to CAO on the 30/11/2019.</p> <p>Field appraisal was conducted for the following projects;</p> <ol style="list-style-type: none"> 1. District fencing (Ref. Page 2 of 10) of the field appraisal report; 2. Construction of public latrines in rural growth centers (Ref. Page 5 of 10); and 3. Construction of piped water supply system (borehole pumped), (Ref. Page 7 of 10) 	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>Score 1 or else score 0.</p>	<p>There was evidence that project profiles were developed and prepared for investments in the AWP and the formats were in line with the LG planning guidelines.</p> <p>The format for each project in the in the profile has the following details;</p> <p>Department, sector, Code, title, implementing agency, location, total planned expenditure, funds secured, funding gap, Recurrent expenditure, start date, completion date, project objective, targeted beneficiaries, back ground, technical description, funding sources, plan of operation, environmental impact and mitigation measures.</p> <p>The DTPC meeting that held on 23/06/2021, agenda no. 3- "Presentation of project profiles FY 2021/2022 by the district engineer" indicate that all the project profiles for Investment were discussed by the TPC under minute number MIN 3/TPC/06/2021 to check whether they adhere to the formats in the LG Planning Guidelines.</p>	1

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG screened for environmental and social risks/impact and put mitigation measures before being approved for construction using checklists as evidenced by appraisal/screening reports signed by Environment Officer and DCDO.</p> <p>This was evidenced by Environment and Social screening forms for Fencing district headquarters land dated 15th February 2021.</p>	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>There was evidence that all the infrastructure projects under DDEG for FY2021-2022 were incorporated in the LG approved procurement plan during a district council meeting held on 13th August 2021 under minute, MIN07/02-09/NDCC/2021/2022</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 all infrastructural projects to be implemented in the FY2021/2022 using DDEG were approved by contracts committee before commencement of construction on 6th September 2021 under minute, MIN07/02-09/NDCC/2021/2022. The three sampled projects and their details are as shown below;</p> <p>Construction of community learning center at Madowa at Ugx. 57,076,544</p> <p>Construction of a 3 stance pit latrine at Hama HC II at Ugx. 35,000,000</p> <p>Construction of Nyalo Market-Kandege in Lolwe sub-county at Ugx. 10,818,749</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p>	<p>There was evidence that the projects constructed in the FY2020/2021 were overseen by an implementation team as demonstrated by the letter dated 30th July 2020, entitled Appointment as member of the project implementation team for DDEG Projects in FY2020/2021.</p> <p>The letter directed that the team be led by the District Engineer, Mr. Kirya Godfrey and other members of team included the following; The Supervisor of works, Mr. Wabusa Joshua; Natural Resources Officer, Mr. Busagwa Alex; The Senior Education Officer, Mr. Malaki Vincent; The District Community Development Officer, Mr. Nandudu Betty</p>	1

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer: Score 1 or else score 0	There was evidence that most of the infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG engineers; The sampled Bills of Quantities, Drawings of the same, the site supervision and technical payment reports prepared by the district technical teams support the same. This was also confirmed through random site visits to three sampled projects jointly conducted by the assessor and the engineers on 26th November 2021 to the two project sites under DDEG for FY2020/2021. The sampled projects were as follows, Fencing of the District Headquarters, Construction of administration Block at Namayingo Town Council and Construction of water borne toilet at Finance department block.	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	There was evidence that the technical staff of Namayingo LG provided supervision and work completion reports for their infrastructural projects prior to verification and certification of works for the FY2020-2021; For the project of Fencing of the District Headquarters, the environment and screening report was jointly prepared and submitted on 15th February 2021 by the Environment Officer, Mr. Discharge Musa and Mr. Balamu Gonza, the Community Development Officer; the Technical supervision report was prepared on 22nd June 2021 by Mr. Kirya Godfrey, The District Engineer and a completion and payment certificate was raised on 22nd June 2021.	2
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement): Score 1 or else score 0	There was evidence that Namayingo LG had verified works and initiated payments of contractors within specified time frames for FY2020/2021. Most of the procurement files availed had complete documentations and reports clearing them for payments as detailed herein; For the project of Fencing of the District headquarters, a total of Ugx. 49,355,604 was paid to the contractor on 22nd June 2021. The contract was awarded on 24th February 2021, with the project expected to run for a period of 3 months until 24th May 2021. The contract was paid within the allowable payment frame.	1

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:

Score 1 or else 0

There was evidence that Namayingo LG had complete procurement files for FY2020-2021 in place. The contract register dated 30th June 2021, consolidated all projects and their state of implementation. Two projects with complete files were sampled as follows;

For the project of fencing of the District Headquarters, NAMA594/WRKS/20-21/00002 with a contract value of Ugx. 52,000,000, with an evaluation report dated 10th February 2021, the contracts committee approved the fencing on 10th February 2021 under minute number, MIN05/07-02/NDCC/20-21.

For the project of completion of Namayingo Town Council Administration Block, NAMA594/WRKS/20-21/00006 with a contract value of Ugx. 99,997,900, with an evaluation report dated 5th November 2020, the contracts committee approved the construction on 5th November 2020 under minute, MIN05/05-11/NDCC/20-21

Environment and Social Safeguards

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 availed to show that the District designated a person to coordinate response to feed-back (grievance /complaints). This is evidenced by the availed appointment letter dated 22nd April 2021, Reference number: ADM/NMGO/157/01.

Also availed was the appointment letter for Grievance Redress Committee, with optional co-option of relevant departmental heads/staff as relevant, dated 5th May 2021, Reference number: ADMN/NMGO/161/1, signed and stamped by Chief Administrative Officer.

Minutes of the GRC were also availed as follows;

Dated 24th July 2020, complaint number 001/2020

Dated 14th April 2021, complaint number 002/2021

Dated 17th March 2021, complaint number 003/2021

Dated 4th April 2021, complaint number 02/04/04/21

Dated 16th November 2020, complaint number 01/08/11/20

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 no evidence provided to show that the LG had a specified a system for recording, investigating and responding to grievances since there was no centralized complaints log with clear information and reference for onward action (a defined complaints referral path) that was availed for assessment.</p>	0
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 no evidence that the District publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0</p>	<p>From the evidence of the LG development plan (ref. page 35 “climate change, (Implement actions for adoption to climate change which include protection and management of Natural resources, management of urban and industrial developments coping strategies”, annual working plan, budgets and enhanced DDEG guidelines reviewed, Environment Social and Climate change interventions have been integrated.</p> <p>The sampled projects are listed below;</p> <ol style="list-style-type: none"> 1. Fencing of the district land. (Ref. Page 1 of the project profile) Environment impact – was improved growth of trees planted in the district environment. 2. Construction of water borne toilet. (Ref. page 1 of the project profile) Environment impact was tree planting to lessen the effects of climate change. 3. Completion of construction works for the water borne toilet at production office. (Ref. page 3 of the project profile) Environment impact was tree planting to lessen the effects of climate change. 	1

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management</p> <p>score 1 or else 0</p>	<p>There was evidence to indicate that DDEG guidelines were disseminated. The LG held a workshop to disseminate guidelines for European Union top-up DDEG grant on the 15/05/2021 in the Finance and Planning Boardroom.</p> <p>The list of attendees was;</p> <ol style="list-style-type: none"> 1. Onyambo Sam – SAS 2. Mwongo Patrick- SAS 3. Hasoho Jolly – Town clerk 4. Wasike Charles – SAS 5. Ojiambo Foustine- PO 6. Warren Mwebaze- SIA 7. Batambuze Ismail- SAS 8. Mangeni Martin – SP 9. Wabwire S.FB -PAS 	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>There was no evidence availed to show that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY.</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>d. Examples of projects with costing of the additional impact from climate change.</p> <p>Score 3 or else score 0</p>	<p>There were no examples of projects provided with costing of the additional impact from climate change.</p>	0

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 1 or else score 0	There was evidence provided to show that the DDEG projects were implemented on land where the LG has proof of ownership, access, and availability without any encumbrances. The DDEG projects implemented on land with the Land titles Freehold Register, Volume 474, Folio 16, at Block (Bukoori) 7, plot 24, dated 11th October 2007.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 1 or else score 0	There was no evidence availed to show that environmental officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs.	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0	There was evidence provided to show that E&S compliance Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates. For example the compliance certificate for the Construction of district fence dated 29th June 2021.	1

Financial management

16	LG makes monthly Bank reconciliations Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment: Score 2 or else score 0	There was evidence that the LG had carried out monthly bank reconciliations on IFMS and reconciliations were up to date at the time of Local Government Performance Assessment on the 25th November 2021 as per details indicated below; Namayingo District General fund account – Centenary Bank – Busia Branch – Account Number 3100029517; Namayingo District Revenue collection account – Bank of Uganda – 005940528000000 All the above accounts have been reconciled up to October 2021.	2
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG had prepared all quarterly internal audit (IA) reports for the previous FY as presented by the District Internal Auditor (Mr. Oundo Samuel Maganga) as follows;</p> <p>1st Quarter IA report was prepared on 27/12/2020 and acknowledged by the Accountant General on the 02/01/2021 and submitted to CAO on the 27/12/2021;</p> <p>2nd Quarter IA report was prepared on 19/04/2021 and acknowledged by the Accountant General on the 29/05/2021 and submitted to CAO on the 21/04/2021;</p> <p>3rd Quarter IA report was prepared on 03/06/2021 and acknowledged by the Accountant General on the 03/09/2021 and submitted to CAO on the 02/09/2021; and</p> <p>4th Quarter IA report was prepared on 29/07/2021 and acknowledged by the Accountant General on the 03/09/2021 and submitted to CAO on the 02/09/2021.</p>
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>There was evidence that the LG had provided IA information to the LG Council/Chairperson and the LG PAC.</p> <p>The status reports on IA were submitted and acknowledged by the LG Clerk (Grace Nabongho Kibwika) to Council and the LG PAC on the following dates per quarter;</p> <ol style="list-style-type: none"> 1. Quarter 1 was submitted on the 27/12/2020; 2. Quarter 2 was submitted on the 21/04/2021; 3. Quarter 3 was submitted on the 02/08/2021; and 4. Quarter 4 was submitted on the 02/08/2021. <p>These reports were submitted to the District Speaker and copied to the, Office of the Internal Auditor, Internal Auditor General, Ministry of Local Government, Resident District Commissioner, Chairperson District, PAC, and Chief Administrative Officer.</p>
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>There was evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed and followed-up with them.</p> <ol style="list-style-type: none"> 1. Q1 IA report was discussed on the 5th March, 2020, under minute numbers; <ol style="list-style-type: none"> a. MIN2/03/PAC/2020; b. MIN3/06/PAC/2020; c. MIN4/03/PAC/2020; and d. MIN5/03/PAC/2020. 2. Q2 IA report was discussed on the 28th September,2021, under minute number "MIN 3/09/PAC/2020" 3. Q3 IA report was discussed on the 3rd May,2021, under minute number "MIN 3/5/PAC/2021" 4. Q4 IA report was discussed on the 25th October,2021, under minute number "MIN 3/7/PAC/2021"
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Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>From the Annual financial statements 2020/2021, (ref. page 7), Local revenue, was projected at UGX 293,131,456, and the Actual local revenue collection realized was UGX 107,197,419, (Ref: page 7). This translated into a revenue collection ratio of 36.5% which was 63.5% short of target and not within the required range of +/- 10% range.</p>
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19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% - 10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>From the evidence by way of reviewing the Audited financial statements of the FY 2019/2020, own revenue sources generated was UGX 172,140,199, (ref. page 13), and review of the Annual Financial Accounts in the FY 2020/2021, (ref. page 7), own revenue generated amounted to UGX 107,197,419, indicating there was a reduction in collection by UGX 64,942,780 (Appx 37.7% reduction).</p>	0
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20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>There was evidence that the HLG has remitted the mandatory 65% LLG share of local revenues.</p> <p>The total local revenue collected was largely LST totaling to UGX 65,106,250. (65% of the total collection is UGX 42,319,063) distributed to the different LLGs as follows;</p> <ol style="list-style-type: none"> 1. Banda- UGX 5,989,950; 2. Bukana- UGX 1,788,313; 3. Buhemba- UGX 5,304,000; 4. Buswale- UGX 4,069,000; 5. Buyinja-UGX 5,422,850; 6. Lolwe-UGX 4,419,150; 7. Mutumba-UGX 5,135,250; 8. Sigulu-UGX 3,295,500; and 9. Namayingo TC -UGX 7,165,050. 	2
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Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>There was evidence that the procurement plan and awarded contracts and all the amounts for FY2020-2021 were published on the PDU notice board for 10 working days from 17th November 2020 to 30th November 2020.</p>	2
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21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>There was evidence that the LG performance assessment results and implications are published for the previous year. Reference is made to the LG website www.namayingo.go.ug under the report section.</p>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>There was evidence that the LG during the previous FY conducted radio programmes and provided the public feed-back on status of activity implementation.</p> <p>Radio talk show on “Child health day plus” on the 22/10/2020. Panelist – Sr Kasoga Aidah – ADHO, Namukose Jaliat- DHE, Dr Tenywa Emmanuel Kayila 0 MoH and Aloo Carol- Health Assistant</p> <p>Oral Chorela Vacine exercise on the 23/10/2020; CAO- Namayega Edith, RDC – Magidu Dhikusoka and LCV chairperson – Ronald Sanya.</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>There was evidence that the LG has in place a Charging Policy for the year 2021/2022, which include tax rates, collection procedures and procedures for appeal. The information was published on the finance and LG notice boards on the LG on the 28/05/2021 and still visible as per the assessment date on the 26/11/2021.</p>	1
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0</p>	<p>There were no IGG reports up to the date of the assessment on the 22/11/2021.</p>	1

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 	<p>The PLE results for the previous two academic years were availed and reviewed. It depicted a decrease in performance by -7%.</p> <p>The evidence is that in 2019, 2418 out of 3549 (68%) pupils passed and in 2020, 2306 out of 3757 (61%) pupils passed.</p>	0
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>There was a regression in UCE performance by -4% between the previous year but one and the previous year.</p> <p>In 2019, 301 out of 906 students passed UCE making 33% and in 2020, 154 out of 520 students passed making 29%.</p>	0
2	<p>Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 2 • Between 1 and 5% score 1 • No improvement score 0 	<p>Not applicable at the LG since the assessment tool has not yet been provided to the LG to assess LLGs at the time of the assessment on the 22/11/2021.</p>	0

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

Maximum 8 points on
this performance
measure

a) If the education
development grant has
been used on eligible
activities as defined in the
sector guidelines: score 2;
Else score 0

There was evidence that the LG has used the development
grant on eligible activities.

Evidence availed indicate that pages 20-22 of the
Education sector guidelines spell out the procedure for
planning and budgeting for development expenditure,
indicating the highlights of the eligible projects funded
under the grant. Of the expected UGX 1,640,390,000 for
the FY 2020/2021, 99% was proposed for allocation to
completion of construction works implemented in FY
2019/2020 as well as seed secondary schools of Buhemba
and Mutumba.

Some of the eligible activities done in the FY 2020/2021
were;

NAMA 594/WRKS/2020-21/00013- Construction of A 5-
Stance line pit latrine and Urinal at Mwango P/S in
Namayingo District at a cost of UGX 35,490,510, signed on
the 19/12/2019;

NAMA 594/WRKS/2020-21/006- Construction of a two-
classroom block at Bumooli P/S in Buswale sub county in
Namayingo District at a cost of UGX 70,000,000, signed on
the 09/12/2019; and

NAMA 594/WRKS/19-20/0003- Construction of a two-
classroom block at Namugongo P/S in Sigulu sub county
in Namayingo District at a cost of UGX 89,906,560, signed
on the 10/12/2019.

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

Maximum 8 points on
this performance
measure

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

There was no evidence that the DEO, Environment Officer
and CDO certified works on Education construction
projects implemented in the previous FY before the LG
made payments to the contractors.

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	There was evidence that the variation of the only one planned and sampled contract for education infrastructure projects for the FY 2020/2021 was within the +/-20% of the MoES engineers estimates as follows;	2
	Maximum 8 points on this performance measure		<p>Project: Supply of Science Kits and Chemical Reagents for Mwema Seed Secondary School, NAMA594/SUPLS/20-21/00018</p> <p>Contractor: Batala General Suppliers Limited</p> <p>Contract Amount = Ugx. 55,547,000</p> <p>Engineers Estimate = Ugx. 56,047,000</p> <p>Variation = +0.892%</p>	
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	N/A; No Seed Secondary School was implemented in FY2020/2021	2
	Maximum 8 points on this performance measure	<ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 		
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	As per the DSC meeting Min No: NDSC/04/2020/001 dated 7th October 2020, a total of 102 staff were recommended to recruitment in the FY12020/2021, however, because of limited funds, the recruitment was differed and none of the staff was deployed.	0
	Maximum 6 points on this performance measure	<ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 – 79% score: 1 • Below 70% score 0 	No evidence was also availed to show general status of staff recruitment in the FY2020/2021 and the staff structure was not as well availed.	

4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0 	<p>There was evidence that 92% of the schools meet the basic requirements and minimum standards. The report availed for review indicate that seven schools in the LG do not meet the minimum standards. The schools are; Lufudu, Namaingo, Nangoba Friends, Dohwe, Sigulu Islands, Nanyonga and Buchunia primary schools.</p>	3
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Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>There was evidence that the LG has accurately reported teacher deployment for the year 2021.</p> <p>Some of the teachers were deployed as follows;</p> <p>1 Osundwa Naphali, Amongin Juliet Luck, Wandera David and Auma Alice were deployed in Bulokha primary school.</p> <p>2 Ouma Geoffrey, makoha Levi, Okechi Simon Deo and Odwori Lordvick deployed Buhemba primary school.</p>	2
5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 	<p>The LG availed an asset register for 2021 which does not accurately report on the infrastructure in the registered schools.</p> <p>Amongst the sampled schools of;</p> <p>1. Buhemba primary school, the asset register reports 11 classrooms, 110 stances of pit latrines and 300 desks yet the school has 10 classrooms, 11 stances of pit latrines and 294 desks.</p> <p>2. Madowa primary school, 16 stances of pit latrines and 195 desks yet the school has 15 stances of pit latrines and 263 desks.</p>	0

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p> <ul style="list-style-type: none"> • If 100% school submission to LG, score: 4 • Between 80 – 99% score: 2 • Below 80% score 0 	<p>There was evidence that the LG 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.</p> <p>An annual budget for the FY 2020/2021 pg 29-50 and an asset register availed.</p> <p>Expenditure reports were also availed to the assessor.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> • If 50% score: 4 • Between 30– 49% score: 2 • Below 30% score 0 	<p>There was no evidence availed to substantiate this indicator.</p>	0
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 	<p>The data availed proved that the EMIS data extract matches with OTIMS. The evidence is that list of schools and annual EMIS data extract from MoES for 2020 and 2021 were availed.</p>	4

7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision	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:	There was proof that that all the head teachers and teachers have been budgeted for as per staffing guidelines based on the budget for the FY 2020/2021 pg 33. Schools with less than P.7 had a minimum of 1 teacher per class.	4
	Maximum 8 points on this performance measure	Score 4 or else, score: 0		
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	b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,	There was evidence of teacher deployment indicating that teachers are deployed as per the sector guideline. The evidence provided were; the list of schools, school staff list for 2021 and attendance register. Some of the deployed teachers were;	3
	Maximum 8 points on this performance measure	Score 3 else score: 0	<ol style="list-style-type: none"> 1. Osundwa Napthali,Wandera Davied, Auma Lice and Nabwire veronica were deployed in Bulokha primary school 2. Ouma Geoffrey, Adungo Moses, Odula Paul and Ajiambo carolyne were deployed in Buhemba primary school. 	
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	c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,	Evidence of deployment was availed on both the departmental and school notice board. The LG notice board was dated February, 2021.	1
	Maximum 8 points on this performance measure	score: 1 else, score: 0		

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO</p> <p>Score: 2 or else, score: 0</p>	<p>There was evidence that all primary school head teachers were appraised by SAS and reports submitted to Human Resource Officer and copied to the DEO. They include among others;</p> <ol style="list-style-type: none"> 1. Head teacher Gorofa primary school was appraised on 6th May, 2021 2. Head teacher Syanyonja primary school was appraised on 6th May, 2021 3. Head teacher Namaingo primary school was appraised on 9th May, 2021 4. Head teacher Bungecha primary school was appraised on 10th May, 2021 	2
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM</p> <p>Score: 2 or else, score: 0</p>	<p>From the evidence of staff appraisal reports provided by the HR department, not all Secondary head teachers were appraised.</p> <p>For example;</p> <ul style="list-style-type: none"> - Namisi Moses, Head teacher from Kifuyo SS was appraised on 12th /July /2021; - Ogol Benjamin, from Buswale SS was appraised on 18th /November/ 2021; - Ojiambo Joseph Ogenya from Buhemba SS was appraised on 20th /September/ 2021; - Musana Richard Tibenkana, from St. Phillips SS Lwangosia was not appraised and 3 other head teachers whose appraisal reports were not availed. 	0

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>The HR department availed appraisal reports of 5 staff in the department as evidence to confirm that they were all appraised.</p> <p>For example;</p> <ul style="list-style-type: none"> - The District Education Officer, Kaawo Kawere Naay was appraised on 5th/ August /2021; - The Senior Education Officer, Makali Vincent was appraised on 10th/ August/ 2021; - The Senior Inspector of Schools, Ouma Godfrey was appraised on 8th/ November/ 2021; - The Inspector of Schools, Maloba Thomas was appraised on 13th/ September/ 2021 and - The Education Officer, Kizito James was appraised on 22nd /July/ 2021. 	2
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p>	<p>There was evidence that the LG prepared a training plan to address identified staff capacity gaps at the school and LG level. The training plans availed dated 28th December, 2020.</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>There was evidence of verification of school details to inform Generation of indicative planning Figures for the FY 2021/2022.</p> <p>A letter was written by CAO Namayingo district to correct enrolment to the Ministry of Education and Sports. The letter was acknowledged on 15th July, 2021.</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>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>There was evidence that the LG made allocations to inspection and monitoring functions. This was availed by the annual budget FY 2020/2021 pg 35 under monitoring and supervision.</p>	2
<p>Maximum 8 points on this performance measure</p>				
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>There was evidence the LG submitted warrants for school's capitation although not within 5 days after cash limits were uploaded for the last 3 quarters.</p>	0
<p>Maximum 8 points on this performance measure</p>				
			<p>Q1 fund release was done on the 09/07/2020, and warrants for school's capitation submitted on the 05/08/2020;</p>	
			<p>Q2 fund release was done on the 06/10/2020, and warrants for school's capitation submitted on the 17/10/2020;</p>	
			<p>Q3 fund release was done on the 08/01/2021, and warrants for school's capitation submitted on the 20/01/2021; and</p>	
			<p>Q4 fund release was done on the 31/03/2021, and warrants for school's capitation submitted on the 12/04/2021.</p>	
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>There was no evidence availed to establish the LG CAO invoiced and communicated releases to health facilities within three working days of the release.</p>	0
<p>Maximum 8 points on this performance measure</p>				

10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections. • If 100% compliance, score: 2, else score: 0	The LG availed an inspection plan for 2021 with evidence of a meeting in which the inspection plan was made on 2nd June, 2021 min 4/6/21.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report: • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0	The evidence availed indicate that only 44% of the schools were inspected by the LG. Inspection reports were availed showed only 40 out 91 schools inspected with the others being spot checked and no evidence was availed.	0
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up, Score: 2 or else, score: 0	There was evidence that inspection reports were discussed and used to recommend corrective actions and follow-ups made. Inspection reports were discussed in DEO's office on 2nd June, 2021 Min 4/6/2021, 30th March, 2021 Min 3/3/2021 and 15TH September, 2021 Min 5/9/21.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0	There was evidence that showed that the findings of inspections were presented to the respective schools with copies submitted to DES in the MoES. The copies submitted to DES were received on the following dates; 12th November, 2020 and 27th April, 2021.	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>There was evidence in form of minutes that the Council Committee responsible for Education met and discussed service delivery issues including Inspection and monitoring findings and performance assessment results.</p> <p>1. The council committee responsible for education met on the 28th April, 2021, under agenda item 3 “Review of education draft budget estimate for the FY 2020/2021 including monitoring reports and performance assessment results”. Key issues were wage, construction of schools and mandate of the committee.</p>	2
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2. The council committee responsible for education met on the 14th December, 2020, under agenda item 4 “Presentation and discussion of Programme budget framework paper by cluster heads for the FY 202/2021, including monitoring reports and performance assessment results”. Key issues were recruitment of 107 teachers, verification of the desk for the closed school (Wayasi P/S) before they are allocated to another school.

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 that the LG Education department conducted activities to mobilize, attract and retain children at school.</p> <p>The evidences availed were;</p> <p>1. A radio talk show on Eastern Voice Bugiri from 22nd August to 10th December, 2021</p> <p>2. The DEO conducted meetings with parents with example in Hand Over meeting at Syanyonja primary school on 28th May, 2021 min 5/5/21</p>	2
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Investment Management

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p>	<p>There was no evidence that the LG Asset register sets out school facilities and equipment relative to basic standards.</p>	0
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Planning and budgeting for investments

Maximum 4 points on this performance measure

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*

There was evidence that the LG has conducted a desk appraisal. Evidence from the desk appraisal report on the 19/11/2019, (Ref. page 6 of 7, prepared by Mangeni Martin, the district planner), all the 15 education projects were appraised. These are;

1. Construction of 2 classroom at Namugongo – UGX 22,896,000;
2. Construction of a 5-stance lined pit latrine at Isinde P/S- UGX 22,896,000;
3. Construction of 2 classroom block at Lolwe P/S- UGX 99,819,000;
4. Construction of a 5-stance lined pit latrine at Bugoma P/S- UGX 3,136,000;
5. Construction of a 5-stance lined pit latrine at Butajja P/S- UGX 1,824,000;
6. Construction of a 5-stance lined pit latrine at Bulokha P/S- UGX 1,629,000;
7. Construction of a 5-stance lined pit latrine at Mwango P/S- UGX 31,000,000;
8. Construction of a 5-stance lined pit latrine at Bugali P/S- UGX 27,945,000;
9. Construction of 2 classroom at Mayanja P/S – UGX 48,965,000;
10. Construction of 2 classroom at Bumoli P/S – UGX 52,188,000;
11. Construction of 2 classroom at Habala P/S – UGX 46,799,000;
12. Construction of 2 classroom at Madowa P/S – UGX 11,563,000;
13. Procurement of desks for schools – UGX 22,880,000;
14. Construction and equipping Buhemba High seed school – UGX 554,806,000; and
15. Construction of Mwema seed secondary school- UGX 676,169,000.

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>Evidence from the field appraisal reports on the 29/11/2019, prepared and signed by the District Planner (Mangeni Martin), (Ref. page 5, indicate that the LG has conducted field Appraisal for technical feasibility, Environment and social acceptability and Customized designs over the previous FY 2020/2021.</p>	1
			<p>Field appraisal was done for the following projects;</p>	
			<p>1. Construction and equipping Buhemba High seed school – UGX 554,806,000 (Ref. page 7, and 8 of 10). Located in buwombo central village, buwombo parish, buhamba sub county, Namayingo District. Findings and recommendation of the filed appraisal report indicated the site is a low-lying area with less vegetation cover, not near any fragile ecosystem and therefore does not pose environmental threat; and</p>	
			<p>2. Construction of Mwema seed secondary school- UGX 676,169,000. Located in mulombi B, Mwema parish, Mutumba sub county, Namayingo District. Findings and recommendation of the filed appraisal report indicated the site is a low-lying area with less vegetation cover, not near any fragile ecosystem and therefore does not pose environmental threat.</p>	
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>There was evidence that Buhemba Seed Secondary School was incorporated into the LG procurement plan for FY2021/2022. By the time of the assessment, this seed school was advertised on newspapers inviting contractors to undertake construction works.</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 all the school infrastructure projects were approved by the contracts committee but they were all below the solicitor general threshold. all the projects did not need any clearance from the solicitor general.</p>	1

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i>	There was evidence that the projects constructed in the FY2020/2021 were overseen by an implementation team as indicated in the letter dated 30th July 2020, entitled Appointment as member of the project implementation team in FY2020/2021. The letter directed that the team be led by the District Engineer, Mr. Kirya Godfrey and other members of team included the following; The Supervisor of works, Mr. Wabusa Joshua; Natural Resources Officer, Mr. Busagwa Alex; The Senior Education Officer, Mr. Malaki Vincent; The District Community Development Officer, Mr. Nandudu Betty	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES <i>Score: 1, else, score: 0</i>	there was evidence that for the FY2020/2021, there were no school infrastructure projects and or seed secondary schools being constructed.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i>	there were no Seed Secondary School projects for FY2020/2021	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc ..., has been conducted <i>score: 1, else score: 0</i>	there were no Seed Secondary School projects for FY2020/2021; so there were no supervision reports by the technical staff.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i>	The LG provided evidence which indicated that all payment requests for sector infrastructure in FY 2020/2021, were initiated and executed as per contract and implementation results. The sample contracts reviewed are indicated below;	1

1. NAMA 594/WRKS/2020-21/00013- Construction of A 5-Stance line pit latrine and Urinal at Mwango P/S in Namayingo District at a cost of UGX 35,490,510, signed on

the 19/12/2019. The contractors are Chirikumwino Investments Ltd. Request was done on the 07/09/2020, District engineer (Kirya Godfrey) recommended the payment on the 10/09/2020, District Education Officer (Kaawo Naay Kaweere) on the 10/09/2020, Chief Finance Officer (Ogutu Paul) on the 14/09/2021 and Chief Administrative Officer (Agumu Moses) on the 11/09/2020, Interim Payment certificate (no. 2) was on the 10/09/2020 and the final completion certificate on the 21/12/2021, District environment Officer (Alex Busagwa) and District Community Development Officer (Nandudu Betty) signed the environment certification form on the 15/01/2021, payment was done on the 17/09/2020 (voucher number 31684196) , and receipting done on the 19/09/2020;

2. NAMA 594/WRKS/2020-21/006- Construction of a two-classroom block at Bumooli P/S in Buswale sub county in Namayingo District at a cost of UGX 70,000,000, signed on the 09/12/2019. The contractors are Harllende Investments Ltd. Request was done on the 07/09/2020, District engineer (Kirya Godfrey) recommended the payment on the 10/09/2020, District Education Officer (Kaawo Naay Kaweere) on the 10/09/2020, Chief Finance Officer (Ogutu Paul) on the 14/09/2021 and Chief Administrative Officer (Agumu Moses) on the 11/09/2020, and the final completion certificate on the 10/09/2020, District environment Officer (Alex Busagwa) and District Community Development Officer (Nandudu Betty) signed the environment certification form on the 05/10/2020, completion report was done on the 10/09/2020, payment was done on the 17/09/2020 (voucher number 31684195) , and receipting done on the 15/10/2020; and

3. NAMA 594/WRKS/19-20/0003- Construction of a two-classroom block at Namugongo P/S in Sigulu sub county in Namayingo District at a cost of UGX 89,906,560, signed on the 10/12/2019. The contractors are M&N dealers Ltd. Request was done on the 23/10/2020, District engineer (Kirya Godfrey) recommended the payment on the 10/11/2020, District Education Officer (Kaawo Naay Kaweere) on the 11/11/2020, Chief Finance Officer (Ogutu Paul) on the 17/12/2021 and Chief Administrative Officer (Agumu Moses) on the 15/12/2020, and the final completion certificate on the 10/11/2020, District environment Officer (Alex Busagwa) and District Community Development Officer (Nandudu Betty) signed the environment certification form on the 22/12/2021, completion report was done on the 10/11/2020, payment was done on the 23/12/2020 (voucher number 33816262), and receipting done on the 23/12/2020;

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i>	There was evidence of a timely submission of the education sector procurement plan for FY2021-2022 from the District Education Officer to PDU on 24nd April 2021 before the deadline date of 30th April 2021	1
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13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i>	there were no Seed Secondary School projects for FY2020/2021	1
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Environment and Social Safeguards

14	Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework. <i>Maximum 3 points on this performance measure</i>	Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, <i>score: 3, else score: 0</i>	There was no evidence provided to show that grievances had been recorded, investigated, responded to and recorded in line with the grievance redress framework in education projects	0
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15	Safeguards for service delivery. <i>Maximum 3 points on this performance measure</i>	Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation <i>Score: 3, or else score: 0</i>	There was no evidence availed to the assessor to this indicator.	0
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16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i>	There was no evidence availed to show that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for education infrastructure projects.	0
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16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was evidence provided as proof of land ownership, access of school construction projects which included; o Land agreement for Bumeru primary school dated 2nd May 2021, stamped by LC 1 Chairperson of Bumeru B village, Mutumba subcounty. o Land agreement for Isinde Primary school dated 31st May 2010, stamped by LC 1 Chairperson. o Land agreement as donation to Buchumba primary school by Ochieno Mugabe Joseph, Buchumba village, Banda subcounty, stamped by the office of LC 1.	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 no evidence provided to show that the Environment Officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs including follow up on recommended corrective actions.	0
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 provided to show that E&S compliance Certification forms were completed and signed by Environmental Officer and CDO and stamped prior to payments of contractors' invoices/certificates. These included; Certification for construction of a 2 classroom block at Bumooli primary school dated 5th October 2020 Certification for construction of a 2 classroom block at Namugongo primary school dated 22nd December 2020.	1

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>There was no evidence availed from the health unit service report to make a comparison of deliveries between the FY 2019/2020 and 2020/2021.</p>	0
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.</p>	<p>From the evidence presented and reviewed by the assessor, Health Development Grant for the previous FY was used on eligible activities as per the Health grant and budget guideline Page 55.</p> <p>"As stipulated in the guideline for budgeting for functioning of existing health facilities that require finance major repairs to health infrastructure and equipping and completion of existing public health facilities and capacity development".</p> <p>The two projects identified for funding, given the indicative planning figures (IPFs) of UGX 101,546,000 for development, they are eligible for funding under and are consistent with the objective of the health sector guideline are;</p> <ol style="list-style-type: none"> 1. Maintenance and repair of Rabachi HC II OPD at a cost of UGX 64,892,633; and 2. Renovation and construction work of Doctor's house at Buyinja HC IV at a cost of UGX 27,653,145. 	2

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

Maximum 8 points on this performance measure

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

Evidence from the all reviewed payment vouchers indicate that the District Health Officer (Dr Magoola Patrick), environment officer (Busagwa Alex) and the District Community Development Officer (Nandudu Betty) does certify the works and signs before LG makes payments.

A sample of the reviewed contract vouchers are listed below;

1. Construction of works for upgrade of Bugana HCII under (Proc. Ref. MoH-UgIFT/WRKS/2019-20/0001-16) at a cost of UGX 1,353,425,816, signed on 07/01/2020, and completion certificate was on the 21/06/2021. District Health Officer (Dr Magoola Patrick) recommended the payment on the 21/06/2021, Payment was done on the 28/06/2021 (voucher no. 37574814).

The environment officer (Busagwa Alex) and the District Community Development Officer (Nandudu Betty) all certified works on the 03/05/2021;

2. Renovation of Labachi HC II OPD in Sigulu Sub county under (Proc. Ref. NAMA594/WRKS/2020-21/0003) at a cost of UGX 64,632,000, signed on 30/09/2020, and completion certificate was on the 14/06/2021. District Health Officer (Dr Magoola Patrick) recommended the payment on the 16/06/2021, Payment was done on the 28/06/2021 (voucher no. 37574724).

The environment officer (Busagwa Alex) and the District Community Development Officer (Nandudu Betty) all certified works on the 11/11/2020; and

3. Renovation of Buyinja HC IV Theatre under (Proc. Ref. 04/10-04/NDCC/2021) at a cost of UGX 29,652,000, signed on 26/04/2020, and completion certificate was on the 08/06/2021. District Health Officer (Dr Magoola Patrick) recommended the payment on the 15/06/2021, Payment was done on the 23/06/2021 (voucher no. 37227937).

The environment officer (Busagwa Alex) and the District Community Development Officer (Nandudu Betty) all certified works on the 14/06/2021.

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>There was evidence that the variation of the only one planned and sampled Health Infrastructure project for the FY 2020/2021 was within the +/-20% of the MOH engineers estimates as follows;</p> <p>Project: Renovation of Rabachi Health Centre II outpatient department in Sigulu Sub-County in Namayingo District, NAMA594/WRKS/20-21/00003</p> <p>Contractor: Semufa Company Limited</p> <p>Contract Amount = Ugx. 64,632,000</p> <p>Engineers Estimate = Ugx. 64,892,633</p> <p>Variation = +0.402%</p>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 	<p>there were no Health Centre Upgrade projects for FY2020/2021. according to the assessment procedure herein, the project being referred to is HC II's being upgraded to HC III's.</p>	2
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	<p>As per evidence provided by the HR department in the Health Sub programme Grant budget and implementation guidelines for local Government FY2020/2021 and the health workers staff list as of July 2021, The LG has recruited a total of 97% (129 out of 132) in HCIII & HCIV. That is to say Buyinja HCIV and Banda, Bumooli, Mutumba, Sigulu, Bugana, Syanyonja and Lolwe HCIII.</p>	2
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> • If 100 % score 2 or else score 0 	<p>there were no Health Centre Upgrade projects for FY2020/2021. From the score guide and assessment procedure, its only health centre upgrade projects that have there designs and BOQs approved by the MoH facility.</p>	2

Performance Reporting and Performance Improvement

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>All the three visited health facilities namely; Mutumba HCIII, Buyinja HCIV and Banda HCIII had their staff attendance book well signed and duty rosters of different departments well displayed on the notice boards.</p>	2
5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There was evidence provided on the health facility upgrade; Bugana health center II and Syanyonja health center II were upgraded to health Center IIIs in the previous financial year however, both are not yet operational.</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans & 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 evidence availed indicated that all copies of annual work plans and budgets were submitted earlier than the deadline; Buyinja health center IV on 5th August 2020, Bugana on 19th August 2020 and Mutumba on 13th September 2020.</p>	2

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was no evidence to indicate that the health facilities developed and submitted Annual Budget performance reports for the previous FY by 15th July of the current FY.</p>	0
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>There was evidence that the health facilities developed performance improvement plans and submitted their respective files to the LG; Banda Health Center III submitted on 26th July 2021, Mutumba health center III submitted on 26th July 2021 and Buyinja health center IV submitted on the September 2021.</p>	2
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <ul style="list-style-type: none"> • score 2 or else score 0 	<p>There was no evidence availed to the assessor that all monthly and quarterly reports were submitted by the 7th of the months following the end each month or quarter.</p>	0
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p>	<p>There was no evidence from the DHO office that the health facilities submitted RBF by 15th of the month following end the quarter.</p>	0
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>There was late submission of quarter 4 RBF to MOH on 28th July 2021. The rest of the DHMT RBF invoices were submitted on time as follows; Quarter 1 on 21st September 2020, Quarter 2 on 5th February 2021 and Quarter 3 on 13th July 2021</p>	0
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>There was evidence the LG's 4 quarterly budget performance reports were submitted although not compliant</p> <p>1. Quarter 1- 17/11/2020; 2. Quarter 2- 15/02/2021; 3. Quarter 3- 28/06/2021; and 4. Quarter 4- 30/07/2021.</p>	0
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>h) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>Evidence availed indicated that the weakest performing Health center III was Lolwe health center III.</p> <p>There was no evidence of performance improvement plan in place</p>	0
<p>Maximum 14 points on this performance measure</p>				

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There was no evidence that the LG developed and implemented performance improvement plan for the weakest performing health facilities.</p>	0
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Human Resource Management and Development

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>No evidence was availed to the assessor on the current performance contract.</p>	0
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>Evidence availed from the DHO's office dated 2nd August 2021 indicated that the LG has deployed health workers as per the guidelines.</p> <p>The sampled health facilities had the following percentages of health workers; Buyinja health center IV- 94%, Mutumba health center III 79% and Banda health center III 79%.</p>	2
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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

Evidence availed show that in Mutumba health center III; Mugote Martin a vector control officer and Otieno Erick a porter were not working at the facility while Musasisi Joel an enrolled nurse had undocumented transfer.

In Banda health center III and Buyinja health center IV, all the staff were working at the facility.

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

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 were circulars on deployment of health workers to health facilities at the DHO office.

The lists of deployment of health workers were on the notice boards of the facilities visited. These were published on the 15th August 2021.

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 provided by the HR team to show that the DHO Conducted annual performance appraisal for Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY2020/2021. However, no evidence was availed to show that all the Health Facility In-charges were appraised.

For Example;

- Kitundi Aaron Bataseka, Senior Clinical officer was appraised on 22nd /July/ 2021;

- Nabulo Juliet, Enrolled Psychiatric Nurse was appraised on 24th /September/ 2021;

- Ocan Daniel, Clinical officer was appraised on 2nd/ July/ 2021;

- Manday Paul, Enrolled Nurse was appraised on 23rd /August /2021;

- Kizito Ssewagude, Senior Medical Officer was appraised 12th /July /2021;

- Bwire James, Senior Clinical Officer was appraised on 30th /July/ 2021;

- Mwino Alex, Enrolled Nurse was appraised on 1st/ October/ 2021;

- Obura Dann Shadrack, Senior Clinical officer was appraised on 9th/ October /2021;

- Namulondo Sabdra, Enrolled Midwife, was appraised on 16th/ August/ 2021;

- Bangibasa Eseza, Enrolled Midwife was appraised On 24th/ November /2021;

- Matanda Paul, Nursing Assistant was appraised 5th /July/ 2021.

7 appraisal reports and staff files were provided for review to confirm that staff were appraised.

8

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

From the 10 sampled health workers, evidence was availed in their appraisal reports to confirm that all of them were appraised.

For Example;

- Baisi Paul Donald, Enrolled Nurse was appraised on 23rd/ June /2021;

- Namuwaya Midina, Lab Assistant was appraised on 5th /August/ 2021;

- Mutesi Winnifred, Enrolled Mid wife was appraised on 24th /November/ 2021;

- Asiimwe Josline, Enrolled Nurse was appraised on 13th /September/ 2021;

- Erumbi Eunice, Enrolled Nurse was appraised on 14th/ September/ 2021;

- Naigaga Fida, Laboratory Technician was appraised on 16th/ September/2021;

- Mpaata Charles, Medical Clinical Officer, was appraised on 30th/ June/ 2021;

- Oboth Jacob, Porter was appraised on 24th/ September/ 2021;

- Wafalu Geoffrey, driver was appraised on 5th /August/ 2021 and

- Kasoga Idah Mary, Assistant District Health Officer Maternal, Child Health and Nursing was appraised on 4th /August /2021.

1

8

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

Maximum 6 points on this performance measure

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

No evidence was provided to show any action taken by the DHO based on the appraisal reports.

0

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>Evidence availed showed that the LG conducted training of health workers in accordance with the training plans at the district. The training reports obtained from the DHO/CPD data base showed coverage of the following topics; community sensitization on COVID-19 response, and prevention, FSG mentorship, Family planning and safe deliveries, Integrated child health days, Family based health education and Community dialogues.</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>Evidence availed showed that the LG conducted training of health workers in accordance with the training plans at the district. The training reports obtained from the DHO/CPD data base showed coverage of the following topics; community sensitization on COVID-19 response, and prevention, FSG mentorship, Family planning and safe deliveries, Integrated child health days, Family based health education and Community dialogues.</p>	1

Management, Monitoring and Supervision of Services.

9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>The CAO submitted a validation and consolidation of health facility Data to the MOH on 9th September 2021. The list has all Health facilities accessing PHC NWR grants.</p>	2
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Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.

There was evidence that the LG made allocations towards monitoring service delivery and management of District Health Services in Line with Health Sector Guidelines.

Total sector grant (Non-wage) is UGX 520,611,926 as per the LG current adjusted Health work plan 2020/2021 (Ref. Page 11 and 12).

The allocation to the DHO's office is UGX 92,564,626 as per as per the LG current adjusted Health work plan 2020/2021 (Ref. Page 11 and 12).

This represent 17.8% (92,564,626/520,611,929) which is more than 15% required.

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

Maximum 9 points on this performance measure

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

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

Q1 fund release was done on the 09/07/2020, and warranted on the 05/08/2020;

Q2 fund release was done on the 06/10/2020, and warranted on the 17/10/2020;

Q3 fund release was done on the 08/01/2021, and warranted on the 20/01/2021; and

Q4 fund release was done on the 31/03/2021, and warranted on the 12/04/2021;

9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p>	<p>There was no evidence that 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. The release dates were as follows;</p> <p>Q1 fund release was done on the 09/07/2020;</p> <p>Q2 fund release was done on the 06/10/2020;</p> <p>Q3 fund release was done on the 08/01/2021; and</p> <p>Q4 fund release was done on the 31/03/2021;</p>	0
9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>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>There was no evidence on the LG noticeboards to indicate timely posting of expenditure limits on the notice boards,</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>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>There was evidence of quarterly performance review meetings as below;</p> <p>30th September 2020- quarter 1 performance review meetings-status of implementation of the RBF program in the district.</p> <p>12th January 2021- quarter 2 Progress on actions of the previous review meetings and the status of implementation of the RBF program in the district. Actions taken and recommendations were noted in minutes 4 and 5.</p> <p>8th April 2021; Quarter 3 review meetings and follow up on action points by the ADHO and MCH.</p> <p>Quarter 4- 19th June 2021 Review on RBF performance of the previous quarter.</p> <p>The reports of follow up on actions points in the previous meetings were filed in the DHMT minute's file FY 2020/2021.</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>There was evidence that the implementing partners, health facility in charges and key LG departmental heads participated in all the review meetings; DEO, CDO, Rhites-EC, Plan-Uganda. participated in all the LG quarterly performance review meetings involved as reviews in the attendance lists of all the meetings in 7(a) above.</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>There was evidence that the LG supervised 100% of health center IV.</p> <p>Quarterly reports were available for integrated support supervision done on the following days;</p> <p>Quarter 1- 10th to 19th August 2020</p> <p>Quarter 2- 12th December 2020</p> <p>Quarter 3- 23rd March 2021</p> <p>Quarter 4- 30th July 2021</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>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>Evidence availed indicated that The DHT ensured that the health sub district carried out support supervisions of all the lower level health centers.</p> <p>These reports were filled at the health sub districts.</p> <p>Quarter 1- 20th September 2020</p> <p>Quarter 2- 20th December 2020</p> <p>Quarter 3- 3rd March 2021</p> <p>Quarter 4- 30th June 2021</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>There was evidence at all Health facilities that the recommendations from support supervisions were followed up and implementation of action points instituted.</p> <p>These were recorded in support supervision books at the respective health facilities; Banda health Center III, Buyinja health center IV and Mutumba health center III.</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>Evidence availed to the assessor showed SPARS reports available for the previous FY and all Health facilities were supported in the management of medicines and health supplies.</p>	1
	<p>Maximum 7 points on this performance measure</p>		<p>Buyinja health center IV and Mutumba health center III and Banda health center III had copies of guidelines for secure, safe storage and disposal of medicines and health supplies.</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>There was evidence provided by the LG to indicate that at least 30% of District / Municipal Health office Budget to Health Promotion and Budget Prevention Activities.</p>	2
	<p>Maximum 4 points on this performance measure</p>		<p>Total allocation to DHO's office is UGX 92,564,626;</p> <p>Allocation for environmental, Health, Health promotion and disease prevention is UGX 33,414,612 as per as per the LG current adjusted Health work plan 2020/2021 (Ref. Page 11 and 12)</p> <p>Therefore, the LG allocated 36.1% (33,414,612/92,564,626) more than the recommended 30%. The LG is compliant</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 of monthly meetings on activities and implementation of health promotions, disease preventions and social mobilization i.e Radio talk shows on Eastern voice FM Bugiri on Proper use of use of LLIN and distribution 17th December 2020.</p>	1
	<p>Maximum 4 points on this performance measure</p>		<p>Orientation of VHT coordinators on VHT health promotion indicators on 16th November 2020.</p> <p>Quarter 1- 10th September 2020; COVID-19 prevention and SOPs.</p> <p>Quarter 2- Orientation of VHT coordinators on VHT health promotion indicators on 16th November 2020</p> <p>Quarter 3- 26th April 2021; Integrated malaria management in pregnancy</p> <p>Quarter 4- 19th July 2021; Sanitation and hygiene promotion</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>Maximum 4 points on this performance measure</p>	<p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p>	<p>There was no evidence of follow up actions taken by the DHT on health promotion and disease prevention issues in their minutes and reports.</p>	0
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Investment Management

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There was evidence that the LG has an updated asset register which sets out health facilities and equipment relative to the basic standards on the 6th November 2021.</p>	1
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12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p> <p>score 1 or else score 0</p>	<p>There was evidence indicating that the investment projects for health was derived from the development plan, prioritized in the AWP and desk appraised. "As stipulated in the guideline for budgeting for functioning of existing health facilities that require finance major repairs to health infrastructure and equipping and completion of existing public health facilities and capacity development".</p> <p>The two projects identified for funding, given the indicative planning figures (IPFs) of UGX 101,546,000 for development, they are eligible for funding under and are consistent with the objective of the sector guideline.</p>	1
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The projects as per the desk appraisal (Ref. page 5 of 7) are;

1. Maintenance and repair of Rabachi HC II OPD) at a cost of UGX 64,892,633); and
2. Renovation and construction work of Doctor's house at Buyinja HC IV at a cost 27,653,145.

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>Evidence from the field appraisal reports on the 29/11/2019, prepared and signed by the District Planner (Mangeni Martin), (Ref. page 5, indicate that the LG has conducted field Appraisal for technical feasibility, Environment and social acceptability and Customized designs over the previous FY 2020/2021.</p> <p>Health filed appraised projects were;</p> <ol style="list-style-type: none"> 1. Maintenance and repair of Rabachi HC II OPD) at a cost of UGX 64,892,633). The renovation of the facility (OPD) was to facilitate improvements on the status of the facility. <p>Findings and recommendation from the field appraisal report (Ref. page 4 of 10) indicated the facility had cracked floor and damage sealing which made it uncondusive for the health workers and patients. Therefore, the site was suitable for the proposed project; and</p> <ol style="list-style-type: none"> 2. Renovation and construction work of Doctor's house at Buyinja HC IV at a cost 27,653,145. The district prioritized the renovation of the theatre to improve on the status of the facility and working environment of the operation services. Findings and recommendation from the field appraisal report (Ref. page 4 of 5), indicated the facility had cracked floor, and damaged ceiling. 	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 no evidence availed to show that the LG carried environmental and social screening forms, costed ESMPs for projects implemented in FY 2019/2020.</p>	0

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was evidence of a timely submission of the Health Department procurement plan for FY2021/2022 from the District Health Office to PDU on 24th April 2021 before the deadline date of 30th April 2021.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There was evidence of a timely submission of the procurement request forms (form PP1) by 1st quarter of the FY2021/2022 from the District Health Office to PDU on 22th March 2021 before the deadline date of 30th March 2021.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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 the health infrastructure investments for the FY2020/2021 were below the solicitor general thresholds and shown below;</p> <p>Renovation of Labachi HC II OPD in Sigulu Sub county under (Proc. Ref. NAMA594/WRKS/2020-21/0003) at a cost of UGX 64,632,000; and</p> <p>Renovation of Buyinja HC IV Theatre under (Proc. Ref. 04/10-04/NDCC/2021) at a cost of UGX 29,652,000 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>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>there was no evidence availed; the project implementation team for all the health projects did not have the Labour officer.</p>	0

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>there were no Health Centre Upgrade projects for FY2020/2021. according to assessment procedure and score guide, the health facilities being referred to here are the centre upgrades.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>there were no Health Centre Upgrade projects for FY2020/2021. from the field assessment, its only the health centre upgrade projects that had provision to deploy a clerk of works.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>there were no Health Centre Upgrade projects for FY2020/2021; according to assessment procedure, the projects referred to is upgrade of HC IIs to HC IIIs.</p>	1

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

Maximum 10 points on this performance measure

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

If there is no project, provide the score

there were no Health Centre Upgrade projects for FY2020/2021, thus no monthly reports.

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

Maximum 10 points on this performance measure

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

There was evidence from the sampled contracts below to indicate payment requests were certified on time as follows;

1. Construction of works for upgrade of Bugana HCII under (Proc. Ref. MoH-UgIFT/WRKS/2019-20/0001-16) at a cost of UGX 1,353,425,816, signed on 07/01/2020, and completion the certificate was on the 21/06/2021, Request was done on the 18/06/2021, District Health Officer (Dr Magoola Patrick) recommended the payment on the 21/06/2021, Payment was done on the 28/06/2021 (voucher no. 37574814).

The environment officer (Busagwa Alex) and the District Community Development Officer (Nandudu Betty) all certified works on the 03/05/2021;

2. Renovation of Labachi HC II OPD in Sigulu Sub county under (Proc. Ref. NAMA594/WRKS/2020-21/0003) at a cost of UGX 64,632,000, signed on 30/09/2020, and completion the certificate was on the 14/06/2021, Request was done on the 24/06/2021, District Health Officer (Dr Magoola Patrick) recommended the payment on the 16/06/2021, Payment was done on the 28/06/2021 (voucher no. 37574724).

The environment officer (Busagwa Alex) and the District Community Development Officer (Nandudu Betty) all certified works on the 11/11/2020; and

3. Renovation of Buyinja HC IV Theatre under (Proc. Ref. 04/10-04/NDCC/2021) at a cost of UGX 29,652,000, signed on 26/04/2020, and completion the certificate was on the 08/06/2021, Request was done on the 15/06/2021, District Health Officer (Dr Magoola Patrick) recommended the payment on the 15/06/2021, Payment was done on the 23/06/2021 (voucher no. 37227937). The environment officer (Busagwa Alex) and the District Community Development Officer (Nandudu Betty) all certified works on the 14/06/2021.

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>There was evidence that the health infrastructure projects lacked the PP Form 1 document and notice of approval of bids, for the sample projects listed below;</p> <p>Renovation of Labachi HC II OPD in Sigulu Sub county under (Proc. Ref. NAMA594/WRKS/2020-21/0003) at a cost of UGX 64,632,000</p> <p>Renovation of Buyinja HC IV Theatre under (Proc. Ref. 04/10-04/NDCC/2021) at a cost of UGX 29,652,000.</p>	0
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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>There was no evidence provided to show that grievances had been recorded, investigated, responded to and recorded in line with the grievance redress framework in health projects</p>	0
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was evidence availed to show that the LG disseminated guidelines on health care / medical waste management to health facilities. This was evidenced by the availed reports; Distribution of PHC guidelines, dated 05th April 2021. Twenty three copies were distributed and received by 11 people who signed for them.</p>	2

15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	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	The Namayingo Local Government Annual budget and work plan FY 202/2021 for current year included the activity; Conduct advocacy and community follow ups on ODF road map, waste management plan and occupational safety and health (OSH) Integration, budgeted under Public health Promotion.	2
	Maximum 5 points on this performance measure		There was also evidence provided to show that there is an understanding between LG and the waste management service provider for collection, storage, transportation, disposal/treatment of health care waste. This was evidenced by the availed Commitment letter from Commissioner, National Health Laboratory & Diagnostic Services on behalf of Ministry of Health. The letter was titled Genexpert waste management dated 1st June 2020, Received on 1st March 2020 by the District Central Registry. The Genexpert waste management picks the genexpert cartridges, such as EID POC cartridges (lab materials).	
			The Local government also has its own functional system for medical waste management which includes coloured dustbins, burning chambers at the health centre IV (Buyinga HCIV) and placenta pits at Health centre IVs and IIIs.	
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	There was evidence provided to show that the LG conducted training (s) and created awareness in healthcare waste management. This is evidenced by the training report: Rolling out occupational health and safety (OSH) in Namayingo district 13th-15th September 2020, dated 21st September 2020.	1
	Maximum 5 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	There was no evidence availed to show that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects.	0
	Maximum 8 points on this performance measure			

16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0	There was no evidence provided to show that all health sector projects were implemented on land where the LG has proof of ownership, access and availability without any encumbrances.	0
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.	There was no evidence provided to show that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs.	0
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0	There was evidence provided to show that Environment and Social Certification forms were completed and signed by the Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects. For example, the payment certification for Renovation of Namayingo Health centre IV theatre, dated 28th January 2021, signed and stamped by Environment officer and DCDO.	2
	Maximum 8 points on this performance measure			

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>The evidence obtained from the Ministry of Water & Environment MIS shows that water sources functionality in Namayingo DLG for 2020/21 is at 83%.</p>	1
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>The evidence obtained from the Ministry of Water & Environment MIS shows that functional WSCs in Namayingo DLG for 2020/21 is at 89%.</p>	1
2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY.</p> <p>If LG average scores is</p> <ul style="list-style-type: none"> a. Above 80% score 2 b. 60 -80%: 1 c. Below 60: 0 <p>(Only applicable when LLG assessment starts)</p>	<p>Not applicable at the LG since the assessment tool has not yet been provided to the LG to assess LLGs at the time of the assessment on the 22/11/2021.</p>	0

2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p>	<p>The evidence from the 4th quarter report which is the annual performance report, shows that the sub counties in Namayingo DLG with coverage below the district average of 61% are Banda (44%), Bukana (20%), Lolwe (33%) and Mutumba (57%). The total investment budget 2020/21 in these sub counties was Ugx 150 million against the overall budget amount of Ugx 739 million (i.e. 20%) which is below the threshold of 80%.</p>	0
	<p><i>Maximum 8 points on this performance measure</i></p>	<p>o If 100 % of water projects are implemented in the targeted S/Cs: Score 2</p> <p>o If 80-99%: Score 1</p> <p>o If below 80 %: Score 0</p>		
2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p>	<p>c. If variations in the contract price of sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates</p>	<p>There was evidence that the variations of the three sampled water supply and public sanitation infrastructural projects for the FY 2020/2021 were within the +/-20% of the LG engineers estimates as follows;</p> <p>Project: Drilling, Installation and Platform casting of 5 boreholes, NAMA594/WRKS/20-21/00017</p> <p>Contractor: Mama Borewells Africa Limited</p> <p>Contract Amount = Ugx. 99,960,750</p> <p>Engineers Estimate = Ugx. 105,000,000</p> <p>Variation = +4.799%; and</p> <p>Project: Construction of five stance lined VIP latrine, Urinal and water harvesting tank at Mpanga in Buhember Sub-county, NAMA594/WRKS/20-21/00009</p> <p>Contractor: One Star Engineering Services Limited</p> <p>Contract Amount = Ugx. 27,795,726</p> <p>Engineers Estimate = Ugx. 28,000,000</p> <p>Variation = +0.729%; and</p> <p>Project: Supply of borehole spare parts, NAMA594/SUPLS/20-21/00018</p> <p>Contractor: M&N Dealers in Auto Spare parts Limited</p> <p>Contract Amount = Ugx. 19,912,500</p> <p>Engineers Estimate = Ugx. 20,000,000</p> <p>Variation = +0.438% among others</p>	2
	<p><i>Maximum 8 points on this performance measure</i></p>	<p>o If within +/-20% score 2</p> <p>o If not score 0</p>		

2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <p>o If 100% projects completed: score 2</p> <p>o If 80-99% projects completed: score 1</p> <p>o If projects completed are below 80%: 0</p>	<p>From the AWP and budget 2020/21, Namayingo DLG planned to construct 10 new boreholes, rehabilitate 25 old boreholes, protect one spring source and build a piped water system in Banda as well as do a feasibility study for a mini piped scheme in Buyomba trading centre. The evidence from the 4th quarter report shows that 13 boreholes were constructed and completed, 25 boreholes were rehabilitated, one spring source was protected, three public latrines built and a feasibility study was carried out and a report was seen by the assessor. The funds meant for the piped scheme in Banda were re-allocated to drill the additional 3 boreholes with drilling results indicating 2 borehole attempts were dry.</p>	1
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <p>o If there is an increase: score 2</p> <p>o If no increase: score 0.</p>	<p>The evidence from the Ministry MIS shows that rural water sources functionality in Namayingo DLG for the year 2019/20 was at 83% which is the same as 2020/21 and as a result, there was no increase.</p>	0
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 1% score 2</p> <p>o If increase is between 0-1%, score 1</p> <p>o If there is no increase : score 0.</p>	<p>The evidence from the Ministry MIS shows that the functional WSCs in Namayingo DLG for the year 2019/20 was at 89% which is the same as 2020/21 and as a result, there was no increase.</p>	0

Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>The evidence from the 4th quarter report shows that 13 boreholes were completed, 25 boreholes rehabilitated, one spring protected and three public latrines built. The evidence from the field visit made to three sources in different sub counties, i.e. Bukechi in Buswale sub county (No. DWD 86222 dated 26/06/2021), Mulombi A in Mutumba sub county (No. DWD 78811 dated 25/06/2021) and Butajja in Buyinja sub county (No. DWD 86220 dated 24/06/2021) shows that the water sources were completed and are functional.</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>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p>	<p>There was no evidence in the quarterly software reports to show that the DWO collects and compiles information on sub county water supply and sanitation, functionality of facilities and WSCs and community involvement.</p>	0
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 no evidence presented of any MIS or any data base used by the DWO.</p>	0
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<p>This indicator is not to be evaluated because the assessment of the LLGs performance has not started.</p>	0

Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2</p>	<p>No evidence was provided to show that DWO has budgeted for the staff in the department.</p>	0
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>No evidence was provided to show that Environment and Natural Resources Officer has budgeted for the staff in the department.</p>	0
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>The HR department provided staff appraisal reports as evidence to confirm that the 2 staff in the department were all appraised.</p> <p>For example;</p> <p>Civil Engineer (Water), Mr.Wabusa Joshua was appraised on 12th /August/ 2021 and</p> <p>Borehole Maintenance Technician, Namutamba Hellen was appraised on 30th/ July/ 2021.</p>	3
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3</p>	<p>There was no evidence presented of a capacity needs assessment report. There was no training given to any sector staff during the assessment year and there were no training plans for the current FY.</p>	0

Management, Monitoring and Supervision of Services.

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<ul style="list-style-type: none"> • 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 	<p>The evidence from the AWP and budget 2021/22 shows that the allocations to the low coverage sub counties of Banda, Bukona, Lolwe and Mutumba for water and sanitation projects was Ugx 518 million against a total capital investment budget of 717 million (i.e. 72%).</p>	1
8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>There was evidence on the DWO notice board concerning the allocations of the water projects to the LLGs dated 16/09/2021. Further evidence was obtained from the minutes of a water sector advocacy and planning meeting held on 13/09/2021 (minute 06/09/2021) shows that communication on the respective allocations for water projects for the current FY was given out to all the 9 LLGs.</p>	3
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p> <ul style="list-style-type: none"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 	<p>The evidence from the software reports showed that the DWO monitored and submitted data to the MoWE for only 20% as a quarterly average of the total 480 water sources in the DLG of Namayingo.</p>	0

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>There was no evidence presented showing that the DWO conducted the four quarterly DWSCC meetings. Only two DWSCC meetings were held on 23/9/2020 and 30/07/2021.</p>	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>There was evidence on the DLG notice board dated 16/09/2021 showing the allocations of the water projects to the LLG of Namayingo DLG. Some of the water projects on the allocation list were 2 deep boreholes allocated to Sigulu sub county budgeted at Ugx 40 million, a piped water supply scheme in Banda sub county budgeted at Ugx 240 million and 1 protected spring in Buhemba sub county budgeted at Ugx 10.5 million.</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"> • If funds were allocated score 3 • If not score 0 	<p>The evidence from the AWP shows that mobilization activities were allocated Ugx 39 million in FY 2020/21 against a total NWR rural water and sanitation budget of Ugx 74 million (i.e. 53%).</p>	3
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.</p>	<p>There was evidence obtained from the 4th quarter software report on the training of 14 WSCs (including a spring source) and a field visit made to check on the WSCs of Bukechi in Buswale sub county (No. DWD 86222 dated 26/06/2021), Mulombi A in Mutumba sub county (No. DWD 78811 dated 25/06/2021) and Butajja in Buyinja sub county (No. DWD 86220 dated 24/06/2021) shows that the WSCs were formed, trained and are performing their duties. There was a very good recall of training content and the facilities are maintained in excellent condition.</p>	3

Investment Management

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>The evidence presented was a computer printout of the Asset Register on file. However, the register is an elementary listing without adequate fields pertinent to the water sector. Some of the entries in the register were: deep borehole no. DWD 78815 in Sibondwe village, Lwangosia parish Buyinja sub county, no. DWD78809 in Bulundira East village, Buhemba parish, Buhemba sub county and no. DWD 78813 in Mabuka village, Buugana parish Bukana sub county. It was recommended to the DLG to upgrade and update the asset register.</p>	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>There was evidence that the LG DWO has conducted a desk appraisal. Evidence from the desk appraisal report on the 19/11/2019, (Ref. page 5 of 7, prepared by Mangeni Martin, the district planner), all the 9 water sector projects were appraised. Some of the water projects were;</p> <ol style="list-style-type: none"> 1. Construction of 3 public latrines in rural growth centers (RGCs) at a cost of UGX 84,000,000; 2. One small spring protection at a cost of UGX 9,500,000; 3. Construction of piped water supply system (Borehole pumped) at a cost of UGX 180,000,000; 4. Deep borehole drilling (hand pump) at a cost of UGX 222,632,789; 5. 25 Borehole rehabilitation at a cost 79,050,000; 6. Rehabilitation of one spring at a cost of UGX 5,000,000; 7. Procurement of furniture at a cost of UGX 3,000,000; 8. Design of piped water system at a cost of UGX 42,200,000; and 9. Payment of retention at a cost of UGX 23,396,000. 	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities:</p> <p>Score 2</p>	<p>The DLG of Namayingo has planned to drill 6 boreholes, rehabilitate 35 old boreholes and construct 3 public latrines in the current FY and the evidence from the applications file for water sources at the DLG shows that all the 6 communities to benefit from the water projects have submitted their applications to the DWO. Some of these applications were: Lyanjala village Bumalembe parish in Sigulu sub county, dated 01/11/2018, Lubiri village, Ragachi parish Sigulu sub county dated 07/03/2018 and Namavundu village Hatumba Banja Ward, Mutumba Town Council dated 12/06/2019.</p>	2

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>There was evidence the LG has conducted field appraisal for all water projects on the 29/11/2019. Field appraisal report (Ref. page 5, 6 and 7 of 29), contain evidence of the sampled 3 projects appraised. These are indicated below;</p> <ol style="list-style-type: none"> 1. Deep borehole drilling (hand pump) at a cost of UGX 222,632,789. These, according to the field appraisal report were to be constructed in the following sub counties; Nsaiga, Bukana, Mulombi, Bulindila, mutumba, buchino among others. Findings in the field appraisal report (Ref. page 6 of 10), indicated that the site where these were supposed to be constructed has less vegetation cover and not near any fragile ecosystem that may cause environmental threat; 2. Construction of piped water supply system (Borehole pumped) at a cost of UGX 180,000,000. The proposed sites was mutumba central, Mutumba sub county. Findings in the field appraisal report (Ref. page 7 of 10), indicated that the proposed area is a low lying with limited vegetation cover; and 3. Construction of 3 public latrines in rural growth centers (RGCs) at a cost of UGX 84,000,000. The proposed sites as per the filed appraisal report (Ref. page 5 of 10), were; Mpanga in Mutumba sub county, Mukoribi in Buswale sub county and Musori in Buhamba sub county. Findings were that these are strategically located with minimal environmental challenges. 	2
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>There was evidence provided to show that all water infrastructure projects for the previous FY (Drilling of bore holes) were screened for environmental and social risks/ impacts and costed ESMPs prepared before being approved for construction. This was evidenced by availed screening forms and costed ESMPs, dated and signed /stamped by Environment Officer and DCDO. For example, the combined costed ESMP for Drilling and construction of boreholes dated 11th June 2021.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There was evidence of a timely submission of the Water and Sanitation Infrastructural Sector procurement plan for FY2021/2022 from the District Water Office to PDU on 24th April 2021 before the deadline date of 30th April 2021</p>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	<p>There was evidence that the water supply and public sanitation infrastructure projects for the YR2020/2021 were approved by the contracts committee before commencement of construction on 5th November 2020 under minute number 05/05-11/NDCC/2020</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There was evidence that the LG established the project implementation team on 10th August 2020. The memo entitled Appointment as member of the project implementation team for all water projects directed The District Engineer, Mr. Kirya Godfrey as the Team Leader for the same. The other members that were appointed to the team included the following; Mr. Oundo Samuel, Internal auditor, Mr. Busagwa Alex, Environment Officer, Mr. Balamu Gonza, Labour officer, Ms. Nandudu Betty, District Community Development Officer and Mr. Wabusa Joshua, District Water Officer</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>The evidence of the availability of the standard technical drawings for the water and sanitation systems was presented which included a telescopic deep well design and a full length casing design for the boreholes as well as a four stance public latrine. The evidence seen from the field visit conducted by the assessor shows that the design was used for the three water point facilities as observed from the pedestal, platform and the drainage. The inspection of the drilling reports shows that the telescopic well design was used by the drillers.</p>	2

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

Maximum 14 points on this performance measure

e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects:
Score 2

There was evidence that the district engineer, DWO, Environment officer and CDO participated in supervising the WSS projects as follows;

For the project of Drilling of 5 deep boreholes in respective villages in Namayingo District, the technical report was prepared on 26th June 2021 by the District Water Officer, Mr. Wabusa Joshua and the environment screening report for the same was prepared on 16th October 2020 by the District Environment Officer, Mr. Busagwa Alex and the CDO; and

For the project of construction of a 5 stance lined pit latrine with urinal and water harvesting tank at Mpanga rural growth center in Buhemba sub-county in Namayingo District, a technical report was compiled on 26th June 2021 by Mr. Wabusa Joshua, The District Water Officer and the monitoring environmental compliance report for sanitation facilities in rural growth centers was compiled on 10th march 2021 by the environment officer.

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

From the sampled contracts below, there is evidence that the District Water Officer (Wabusa Joshua) verified works and initiated payments within time frames in the contracts. Sampled contracts include;

1. Drilling, Installation and casting of 6 deep boreholes under (Proc. No. NAMA-594/WRKS/2019-2020/0001B), contractor – KLR (U) LTD. Contract price UGX 117,017,650. District Water Officer (Wabusa Joshua) verified and certified works on the 07/04/2021, Payment certificate on the 10/05/2021, Payment request done on 11/11/2020. Payment done on 14/06/2021 (Voucher number 36819899) and the receipt was on 18/06/2021.

2. Construction of a 5-stance lined pit latrine, Urinal and water harvesting tank at Bumalenge RGC under (Proc. No. NAMA-594/wrks/2019-20/00017), contractor – Agola Enterprises LTD. Contract price UGX 27,842,041. District Water Officer (Wabusa Joshua) verified and certified works on the 30/11/2020, Payment certificate on the 30/11/2020, Payment request done on 20/11/2020. Payment done on 23/12/2020 (Voucher number 33816258) and the receipt was on 27/12/2020.

3. Completion of Mini-Piped water system at Mutumba Trading center under (Proc. No. NAMA-594/wrks/2020-21/00015), contractor – M&N dealers LTD. Contract price UGX 29,550,000. District Water Officer (Wabusa Joshua) verified and certified works on the 18/06/2021, Payment certificate on the 19/06/2021, Payment request done on 15/06/2021. Payment done on 28/06/2021 (Voucher number 37574825) and the receipt was on 28/06/2021.

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:</p> <p>Score 2, If not score 0</p>	<p>There was evidence that the contract for water infrastructure investments had all relevant records as per the PPDA law as detailed in the sample project below;</p> <p>The Contractor, KLR Uganda Limited, NAMA594/WRKS/20-21/00001B was awarded the contract to conduct Drilling, Installation and Casting of five deep boreholes, LOT 2, the P/P form 1 was generated on 10th July 2020, the Approval of bid notice date was on 28th September 2020, Approval of procurement method was on 3rd September 2020, the project was advertised on 28th September 2020, the record of issue of bid document was on 6th October 2020, the record of receipt of bids(LG PP Form 9) was on 16th October 2020, the record of bid opening was on 16th October 2020, the approval of the evaluation committee members was on 3rd September 2020, the appointment of evaluation committee members was on 3rd September 2020, the evaluation report was submitted on 5th November 2020, the approval of evaluation report by contracts committee was on 5th November 2020, the display of the best evaluated bidder for 10 working days was from 17th November 2020 to 30th November 2020, the letter of award of contract was on 30th November 2020, the acceptance letter from the contractor was on 4th December 2020, the contract agreement was drafted and signed on 25th January 2021</p>	2
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Environment and Social Requirements

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

15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	There was no evidence provided to show that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented.	0
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 3, If not score 0	The evidence available on the land issues file shows that 13 boreholes constructed in FY 2020/21 have land agreements deposited with the DWO. Some of the agreements were: Makanga Henry of Nalubabwe village, Buswale sub county dated 16/11/2021 (borehole no. DWD 86221), Okoth Lawrence Okello of Butajja village, Buyinja sub county (borehole no. DWD86220), Wandera Ben of Mulombi A village, Mutumba sub county (borehole no. DWD 86223) and Wandera Emma of Bukechi village, Buswale sub county dated 20/04/2021 (borehole no. DWD 86222).	3

15

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There was evidence per the reviewed vouchers, the
Environmental Officer and CDO completed and signed
E&S Certification forms. Below are the sampled contracts;

1. Drilling, Installation and casting of 6 deep boreholes
under (Proc. No. NAMA-594/WRKS/2019-2020/0001B),
contractor – KLR (U) LTD. Contract price UGX
117,017,650. District Water Officer (Wabusa Joshua)
verified and certified works on the 07/04/2021, Payment
certificate on the 10/05/2021, Payment request done on
11/11/2020. Payment done on 14/06/2021 (Voucher
number 36819899) and the receipt was on 18/06/2021.
The Environmental Officer and CDO completed and
signed E&S Certification forms on the 10/05/2021;

2. Construction of a 5-stance lined pit latrine, Urinal and
water harvesting tank at Bumalenge RGC under (Proc.
No. NAMA-594/wrks/2019-20/00017), contractor – Agola
Enterprises LTD. Contract price UGX 27,842,041. District
Water Officer (Wabusa Joshua) verified and certified
works on the 30/11/2020, Payment certificate on the
30/11/2020, Payment request done on 20/11/2020.
Payment done on 23/12/2020 (Voucher number
33816258) and the receipt was on 27/12/2020. The
Environmental Officer and CDO completed and signed
E&S Certification forms on the 20/12/2020; and

3. Completion of Mini-Piped water system at Mutumba
Trading center under (Proc. No. NAMA-594/wrks/2020-
21/00015), contractor – M&N dealers LTD. Contract price
UGX 29,550,000. District Water Officer (Wabusa Joshua)
verified and certified works on the 18/06/2021, Payment
certificate on the 19/06/2021, Payment request done on
15/06/2021. Payment done on 28/06/2021 (Voucher
number 37574825) and the receipt was on 28/06/2021.
the Environmental Officer and CDO completed and signed
E&S Certification forms on the 18/06/2021.

15

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There was no evidence provided that shows that the CDO
and environment Officers undertook monitoring to
ascertain compliance with ESMPs.

0

**Micro-scale
irrigation
performance
measures**

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

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
Maximum score 6				
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
Maximum score 6				
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	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	Evidence was provided to show that information on the positions filled in LLGs were accurate as per minimum staffing standards. In the staff list of 11th/October/2021, 10 extension workers were recruited in FY2020/2021 and all information on positions filled per LLG were accurate in terms of names of staff posted per LLG, date of deployment of staff, their titles, salary grade etc. Kaisuka Sulaiman, Agricultural Officer and Dr. Mbazira Abdallah – Veterinary Officer were among those recruited. For example, In Buhemba sub county 4 positions were filled, in Sigulu sub county 3 positions, in Mutumba sub county 4 positions, in Buswale sub county 3 positions and in Bukana sub county 2 positions. As per staff list of 10th/February/2021. in Banda sub county 4 positions were filled, in Lolwe sub county 4 positions and in Buyinja sub county 3 positions were filled.	0
Maximum score 6				

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF • If 100% score 2 or else score 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
	Maximum score 6			

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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	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	No evidence was provided to show the filled position of extension workers	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	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	b) Evidence that the LG has entered up-to-date LLG information into MIS: Score 1 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
Maximum score 6				
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii Deployed extension workers as per guidelines score 1 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
Maximum score 6				
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	There was evidence provided to show that Extension workers are working in LLGs where they are deployed as per extension workers staff list for Namayingo district local government dated October /2021.	2
Maximum score 6			<p>For Example;</p> <ul style="list-style-type: none"> - 2 Staff were deployed in Buswale; (Kaisuka Sulaiman – Agricultural Officer and Dr. Mbazira Abdallah – Veterinary officer). - In Sigulu 3 staff were deployed; Okuku Edmond, Assistant Agric officer, Bwire James Oboja, Assistant Veterinary officer and Mutumba George, Fisheries Officer) and - In Mutumba 4 staff were deployed; (Wakobi Sarah, Fisheries Officer, Mbunga Henry, Assistant Veterinary officer, Kisira Emmanuel, Veterinary officer and Nandide Moses, Agricultural Officer) 	

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

No evidence was provided to show that the extension workers' deployment has been publicized and disseminated on LLGs notice boards.

8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0</p>	<p>There was evidence that the District Production Coordinator Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY2020/2021. However, not all extension workers were appraised.</p> <p>Examples of extension workers appraised and those who were not appraised;</p> <ul style="list-style-type: none"> - Nabwire Jeraldine, Office Attendant was appraised on 9th August 2021; - Namuyonga Zippora Rebecca, Stenographer Secretary was appraised on 19th June 2021; - Okoth Fred, Animal Husbandry Officer was appraised on 16th September 2021; - Atuheire Covia, Senior Entomologist was appraised 5th August 2021; - Bwire James Oboja, Assistant Veterinary Officer was appraised on 2nd August 2021; - Mangeni David Brian , Agricultural Officer was appraised 9th August 2021; - Igoma Fred, Principal Fisheries Officer was appraised 8th September 2021; - Masiga Stephen, Agricultural Officer was appraised 12th October 2021 - Kaisuka Sulaiman, Agricultural Officer was not appraised; - Ojiambo Lucas, Assistant Agricultural Officer was not appraised; - Mangeni Nelson, Assistant Fisheries Officer was not appraised; - Wafula Emmanuel, Driver was not appraised 	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>No corrective actions taken by the District Production Coordinator</p>	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
	Maximum score 4			

Management, Monitoring and Supervision of Services.

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	Not yet operational at the LG since micro scale irrigation is still under pilot study in other selected LGs.	0
	Maximum score 10			

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

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>There was no evidence to indicate that the co-funding is reflected in the LG Budget and allocated as per guidelines.</p>	0
Maximum score 10				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>There was no evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant.</p>	0
Maximum score 10				
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
Maximum score 10				
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p>	<p>Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
Maximum score 8				
<ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 				
<ul style="list-style-type: none"> • 70-89% monitored score 1 				
<ul style="list-style-type: none"> Less than 70% score 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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0

Investment Management

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	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.	N/A; micro scale irrigation projects were not assessed in Namayingo District Local Government because LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	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	N/A; micro scale irrigation projects were not assessed in Namayingo District Local Government because LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	N/A; micro scale irrigation projects were not assessed in Namayingo District Local Government because LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	N/A; micro scale irrigation projects were not assessed in Namayingo District Local Government because LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	N/A; micro scale irrigation projects were not assessed in Namayingo District Local Government because LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	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	Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Not yet operational at the LG since micro scale irrigation is still under pilot study in other selected LGs.	0
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	N/A; micro scale irrigation projects were not assessed in Namayingo District Local Government because LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.	0

Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0</p>	<p>Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>i). Recorded score 1 or else 0</p> <p>ii). Investigated score 1 or else 0</p> <p>iii). Responded to score 1 or else 0</p> <p>iv). Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0
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Environment and Social Requirements

15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p> <p>score 2 or else 0</p>	<p>Namayingo LG was not a beneficiary of micro-scale irrigation grant at the time of assessment.</p>	0
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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>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0
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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 & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0</p>	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0
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15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0</p>	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0
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15

Safeguards in the
delivery of investments

Maximum score 6

iv. E&S Certification forms are completed
and signed by CDO prior to payments of
contractor invoices/certificates at interim
and final stages of projects score 1 or else
0

This is not applicable since the district
was not a beneficiary of micro-irrigation
project at the time of the assessment.

0

Micro-scale irrigation
minimum conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited;</p> <p>a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p>According to the instruction given by the DSC, in its' meeting Minute No. NDSC/122/2019/6 (1), Osinya Fredrick was recruited Senior Agriculture Engineer on 8th/ October /2019 under Ref No. NMGO/HRM/156/01. This evidence was confirmed in staff letter of appointment availed by the HR team.</p>	70
Environment and Social Requirements				
2	<p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p>	<p>If the LG:</p> <p>Carried out Environmental, Social and Climate Change screening score 30 or else 0.</p>	<p>This is not applicable since the district was not a beneficiary of micro-irrigation project at the time of the assessment.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	Evidence availed from staff letter of appointment confirms that Wabusa Joshua was recruited Civil Engineer (Water) on 7th/ October /under an instruction issued during the DSC meeting minute no. NDSC/005/2021/001 (7) ,letter Ref.no. NMYG/HR/164/1.	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	In the staff letter of assignment provided by the HR team, Adundo Mildred Nyaja was assigned to act in the position of the Assistant Water Officer for mobilization on 22nd /August/ 2016 under Ref. No. ADMIN/NMGO/161. However, this position is not in the structure.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The recruitment of Namutamba Hellen as the Borehole Maintenance Technician on 1st/ April/ 2015, was guided by the DSC meeting Min. No. NDSC 233/2015 (1) in an appointment letter Ref. No. HRM/NMGO/156/02 availed by the HR department as evidence to prove the appointment.	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	This position was not found in the structure and therefore it is vacant.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	In line with the meeting of DSC, Min no. NDSC/126/2019/4 (1) (31), Mr. Discharch Musa was recruited Environment Officer on 18th/ December/ 2019, in an appointment letter Ref No. NMDO/HRM/156/01 availed by the HR department.	10

1 New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.

Maximum score is 70

f. Forestry Officer, score 10 or else 0.

Staff letter of appointment availed by the HR team confirms that Muganza Emmanuel was recruited Forestry Officer on 30th /June /2011 under Ref. No. CR/156/1 in accordance with the instruction issued by the DSC in its' meeting Min. No. BDSC 138/2011.

Environment and Social Requirements

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

If the LG:

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

There was evidence that the LG carried out Environmental, Social and Climate Change screening for all projects under water component which included drilling of boreholes and construction of pit latrines. This was evidenced by the availed Environment and Social screening form for all the boreholes and constructed latrines. For example the screening forms for;

Drilling, casting and installation of boreholes at;

Mulimbi A, dated 11th March 2021

Isinde, dated 7th March 2021

Bulundira East, dated 12th March 2021

Butajja, dated 3rd March 2021

Budimo, dated 2nd March 2021

Nsibondwe, dated 25th February 2021

Bulundira West, dated 24th February 2021

Mabuka, dated 19th February 2021

Ndaija, dated 5th March 2021.

Also availed are the screening forms for construction of pit latrines which included;

Construction of a 5 stance pit latrine at Mpanga landing site, dated 11th March 2021.

Construction of a 5-stance lined pit latrine at Musori trading centre, dated 2nd February 2021.

Construction of a 5-stance lined pit latrine at Mukorabi trading centre, dated 26th February 2021.

All Signed/stamped by Environment Officer and CDO.

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.	From the projects availed, there was no need for Environment and Social Impact Assessments (ESIAs) since the projects fall under category C of small projects and their impact to the environment was minimal.	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.	<p>The LG availed;</p> <p style="padding-left: 40px;">drilling permit Number: DP31960/DW2020 for MAMA BORE WELLS AFRICA LTD, issued on 3rd/July/2020; for the period 1st July 2020 – 30th June 2021;</p> <p style="padding-left: 40px;">Permit Number: DP11662/DW2020 for KLR UGANDA LTD, Issued on 22nd June 2020 for the period of 1st July to 30th June, 2020.</p> <p>There was no need for the abstraction permit since no piped water system was implemented during the time of the assessment.</p>	10

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.</p>	<p>Under the Instruction issued by the DSC in a meeting minute No. NDSC/62/2018, evidence shows that Dr. Magoola Patrick was recruited District Health Officer on 21st/ March/ 2018 under letter Ref. No. CR/159/1.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>The HR team availed the DSC meeting Min No. NDSC/120/2019/4 (iv) (3) from staff letter of appointment as evidence to show that Kasoga Idah Mary was recruited Assistant District Health Officer Maternal, Child Health and Nursing on 3rd/ May /2019 under Ref. No. NMGO/HRM/156/01.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>c. Assistant District Health Officer Environmental Health, score 10 or else 0.</p>	<p>Mr. mangeni Mathias Namuhays' recruitment as the Assistant District Health Officer Environmental Health on 1st /April /2015 under DSC Min No. NDSC 242/2015 (1), Ref No. HRM/NMGO/156/02 was confirmed in an appointment letter provided by the HR department as evidence.</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.</p>	<p>According to the staff letter of appointment availed, dated 20th December 2019, Ref. No. NMGO/HRM/156/01, there was evidence to show that Oundo Humphrey Makoha was recruited Principal Health Inspector under an instruction issued by the DSC meeting Min. No. NDSC/132/2019/4 (iii) (16).</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>This position is still Vacant.</p>	0

1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	f. Biostatistician, score 10 or 0.	Evidence was provided by the HR department in the staff appointment letter to show that Kizito Ali was recruited Biostatistician on 27th /December/ 2016, in line with the DSC instruction in meeting Min. No. DSC 04/2016 (b) 4, under Ref letter no. HRM/NMGO/159/01.	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	g. District Cold Chain Technician, score 10 or else 0.	In line with the DSC instruction in a meeting Min No. NDSC/40.16/2017, evidence shows that Ouma Slifano was recruited District Cold Chain Technician on 30th /June /2017, under Ref no. HRM/NMGO/160/1.	10
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	i. Principal Health Inspector, score 20 or else 0.		
1	<p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	j. Health Educator, score 20 or else 0		

Environment and Social Requirements

2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that prior to commencement of all civil works for all Health sector projects, the LG carried out Environmental, Social and Climate Change screening as evidenced by the availed Environment and Social screening forms, dated, signed/stamped by District Environment Officer and DCDO. For example, the availed screening form for;</p> <ul style="list-style-type: none"> • Renovation of Rabachi Health Centre III OPD, dated 19th January 2021 • Renovation of Buyinga Health Centre IV Theatre, dated 10th March 2021. 	15
2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>From the list of projects availed, there was no need for Environment and Social Impact Assessments (ESIAs) since the projects were small and their impact to the environment was minimal.</p>	15

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The HR department availed staff appointment letter as evidence to confirm that Kaawo Kawere Naay, was recruited District Education Officer on 30th/June /2011 under the DSC meeting minute No. BDSC 151/2011, Ref. No. CR/156/1.	30
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	From the staff letters of appointment provided by the HR department, evidence show that 2 Inspectors of all Schools were recruited at the District; - Example of Inspectors of schools recruited; - In an instruction issued by the DSC Min No.NDSC 40.9/2017, Ouma Godfrey Hasibate, the Senior Inspector of Schools was recruited on 28th/ June /2017 under Ref. no. HRM/NMGO/160/1 and - Maloba Thomas was recruited Inspector of Schools on 28th /June/2017, under DSC Min no. NDSC 40.10/2017, letter Ref No. HRM/NMGO/160/1.	40
Environment and Social Requirements				

2

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

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

1. Construction of 3 classroom block at Mayanja primary school dated 1st March 2021
2. Construction at Isinde primary school under NDDP-FC (Namayingo District Development Plan-Fishing Community) which included construction of administration block, staff house, kitchen, 3 classroom block and renovation of 2 classroom block and staff house, dated 31st March 2021.
3. Construction of Bumeru primary school under NDDP-FC Program which included construction of 4 classroom block, kitchen, administration block and renovation of two blocks, dated 6th April 2021.
4. Construction of Buchumba primary school under NDDP-FC program which included construction of administration block, 3 classroom block and 2 classroom block, kitchen and 5 stance toilet block with incinerator, dated 6th April 2021.
5. Construction of administration block at the District und NDD-FC dated 31st May 2021.

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

15

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	Under the instruction of the DSC minute No: NDSC/40.1/2017, there was evidence that Mr. Ogutu Paul was recruited Chief Finance Officer on 28th/June/2017 Ref. no. HRM/NMGO/160/1.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	In the DSC meeting, Min. No. NMYG/HR/164/1, Mr. Mangeni Martin was appointed to act in the position of the District Planner on 17th/November/2021 under Ref No. NDSC004/11/2021 (4). However, no evidence of secondment or confirmation letter was provided.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	Mr. Kirya Godfrey was appointed on 17th/November/2021 in acting capacity of the District Engineer under DSC Min.No. NDSC004/11/2021 (6) in an appointment letter Ref. No. NMYG/HR/164/1. However, no evidence of secondment or confirmation letter was provided.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	According to the HR department, Mr. Busagwa Alex file no. CR/D/10041 was given an assignment letter to act as the District Natural Resources Officer, however, no evidence was provided to prove his assignment.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	In reference to the instruction issued during the DSC meeting, Minute No. NDSC/98/2019 (4), Dr.Batwala Steven was recruited District Production Officer on 9th/ April /2019 under Ref no. NMGO/HRM/156/01.	3

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	As per the availed staff appointment letter, Ms. Nandudu Betty Mubiita was recruited District Community Development Officer following an instruction issued by the DSC meeting Minute No. NDSC 246/2015 (1) in a letter dated 1st/April/2015 Ref. HRM/NMGO/156/02.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	In the staff appointment letter availed as evidence by the HR department, Odaka Zadok was given an assignment to act as the District Commercial Officer on 5th/July/2018 under Ref. No. CR/159/1, Circular Letter No.3 of 2017. However, no evidence was provided to show staff confirmation for the position.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	The evidence provided in the staff letter of appointment shows that Kakai Harriet, was recruited Senior Procurement Officer on 3rd /August/2015 under Meeting Min. No. NDSC 305/2015 (iii) Ref no. HRM/NMGO/160/1.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	The District Service Commission through its' meeting Minute No. NDSC 04/2020/001 instructed the LG to recruit Mr. Ojiambo Fousine for the position of the Procurement Officer and in the availed evidence of letter of appointment he was recruited on 3rd/August/2020 under letter Ref no. NMGO/HRM/156/01.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	Barasa Alexandra under the instruction issued during the DSC meeting of Minute No. NDSC/313/2015 was recruited Principal Human Resource Officer on 1st/July/2015 under Ref no. HRM/NMGO/159/1. Staff letter of appointment was availed by the HR Department as the evidence.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	Following an instruction issued by the DSC meeting Minute No. NDSC/40.20/2017, Busagwa Alex was recruitment Senior Environment Officer in a letter dated 28th /June/2017 under Ref.no. HRM/NMG)/160/1.	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	Recruitment of Mutesi Munsa as the Senior Land Management Officer on 27th/June/2018 under Ref No. CR/159/1 was informed by the decision made during the DSC meeting Minute No. NDSC/73/2018 (i) as evidence.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	Lumala Steven through the DSC meeting Min.no. NDSC/842/2019 (i), was recruited Senior Accountant on 13th/March/2019 in an appointment letter Ref No. NMGO/HRM/156/01.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	The DSC in their meeting minutes No. NDSC 004/11/2021 (5) instructed that Oundo Samuel Maganga be assigned to act as the Principal Internal Auditor on 17th/November/2021, under Ref No. NMYG/164/1. However, no letter of secondment or confirmation was availed.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	This position is not yet filled.	0

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

Maximum score is 15

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

Evidence of staff personal files were availed by the HR department to show that all SAS in the 8 sub counties were recruited.

Below are examples of SAS who were recruited;-

- Wasige Ayubu Nabale under the instruction issued during the DSC meeting Min. No NDSC 228/2015 (1) was recruited on 1st/April/2015 under ref no. HRM/NMGO/156/02;

- Onyngo Edgar Omali under the instruction issued during the DSC meeting Min. No NDSC 228/2015 (1) was recruited on 1st/April/2015 under ref no. HRM/NMGO/156/02;

- Oundu Charles under the instruction issued during the DSC meeting Min. No NDSC 40.17/2017 was recruited on 28th/June/2017 under ref no. HRM/NMGO/160/1;

- Batambuze Ismail under the instruction issued during the DSC meeting Min. no. NDSC/67/2018 (1) was recruited on 27th.June/2018 under Ref No. CR/159/1;

- Mukyala Constance was recruited on 26th/November/2012 in a letter Ref no. CR/156/1 under instruction of DSC meeting minute No. NDSC 24/2012 (1);

- Bwire John odunga was recruited on 16th/June/2021 under meeting Min. NDSC/004/2021/006 (1), ref no. NMGO/HRM/156/01;

- Ojiambo Fred was recruited on 26th/April/2010, under DSC meeting Min no. BDSC 45/2010, ref.no. CR/159/1;

- Onyango Sam was recruited on 17th/May/2007 under the instruction issued during the DSC meeting Min. no. BDSC/26/2007, ref No. CR05/07/156/1.

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

Maximum score is 15

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

From a total of 8 sub counties, Evidence was availed from 8 files of CDOs to show that they were recruitment in all LLGs.

Examples of Community Development Officer recruited included;

- Mukaga Geoffrey Okuba file no.CR/D/10453, was recruited on 9th/April/2019, Ref.no. NMGO/HRM/156/01, under DSC meeting Min.no. NDSC/102/2019 (ii);

- Nabwire Joseph was recruited on 9th /April /2019 under instruction of DSC meeting Min. No. NDSC/102/2019 (i);

- Balyeidhusa Thomas was recruited on 1st/ April /2015, ref.no. HRM/NMGO/156/02 under Meeting Min no. NDSC 257/2015 (2);

- Wakateta Robert was recruited on 1st/ April /2015 ref no. HRM/NMGO/156/02 under DSC meeting Min. no. NDSC 257/2015 (1);

- Adundo Mildred Nyaja was recruited on 1st /April /2015, Ref.no. HRM/NMGO/156/02 under DSC meeting Min. NDSC 257/2015 (4);

- Bwire David was recruited on 21st /March/ 2018, Ref. No. CR/159/1 under DSC meeting Min. No NDSC/59/2018;

- Auma Sylvia was recruited on 9th/ April /2019, ref.no. NMGO/HRM/156/01 following a DSC instruction under meeting Min. no. NDSC/102/2019 (iii) and

- Oguttu William was recruited on 21st /March/ 2018, ref no. CR/159/1 through the DSC meeting Min.no. NDSC/58/2018.

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

Maximum score is 15

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

The HR department availed staff letter of appointment as evidence to confirm that not all Senior Accounts Assistant were recruited in all LLGS.

Examples of Senior Accounts Assistant who were recruited and some whose appointment were not regularized;

- Kagoya Sarah was recruited on 13th/ March,/2019, in a letter Ref no. NMGO/HRM/156/01 through an instruction issued by the DSC meeting Min no. NDSC/85/2019 (ii);

- Womulungwa Muhammed was recruited on 10th/December/2012 in a letter Ref no. CR/156/1 following instruction from the DSC meeting Min.no. NDSC 23/2012;

-Waiswa Enock, was recruited 27th/June/2018, ref. CR/159/1 following the DSC meeting Min no. NDSC/74/2018 (iii);

- Ntalo Charles, was recruited on 31st /July/ 2007, Ref. CR/156/1 under the instruction of the DSC meeting Min. no. BDSC 76/2007;

- Nabwire Mwajuma Shimesha was recruited on 19th /March/ 2018, Ref. No. CR/159/1 through a meeting instruction Min. No. NDSC/50/2017 (5);

- Wasike Charles was recruited on 27th /October/ 2005 following a meeting Min.no. BDSC 136/2005,ref No:CR/156/1;

- Auma Evelyn recruited on 30th/ June /2011, Min. BDSC 135/2011. However, staff deployment has not yet been regularized and changed from Bugiri to Namayingo district,

- Mulisa Betty, was recruited on 29th/ September/ 2008, Ref no. CR/156/1, following instruction from the DSC meeting Min no.BDSC/120/2008. However, staff deployment has not yet been regularized and changed from Bugiri to Namayingo district.

- Mwoga Patrick following instruction from the DSC meeting Min no. BDSC 147/2011 was recruited on 30th /June/ 2011. However, staff deployment has not yet been regularized and changed from Bugiri to Namayingo district.

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	From the final accounts for the year ended 30th June 2021 availed, and submitted to the Auditor General on 31/08/2021, the Natural Resource Budget, (Ref. page 10), was UGX 252,347,568, warranting for this area was UGX 249,980,973 and Actual spent was UGX 228,852,792. The percentage allocation to Natural Resources was $(228,852,792/252,347,568) * 100 = 90.6\%$. Therefore, the LG did not release 100% of the funds allocate to Natural resources.	0
	Maximum score is 4	a. Natural Resources department, score 2 or else 0		
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	Evidence from the final accounts for the FY ended 30th June 2021, (Ref. page 10), Community Based Services Department Budget was UGX 1,083,395,408, warranting for this area was UGX 656,544,137, and Actual spent was UGX 621,262,169. The percentage allocation to community based services was $(621,262,169/1,083,395,408) * 100 = 57.3\%$. Therefore, the LG did not release 100% of the funds allocated to community Based Services department.	0
	Maximum score is 4	b. Community Based Services department. score 2 or else 0.		
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0	There was evidence that the LG carried out Environmental, Social and Climate Change screening for DDEG projects. This was evidenced by Environment and Social screening forms for; • Fencing district Headquarters land dated 15th February 2021, signed and stamped by both the Environment officer and DCDO.	4
	Maximum score is 12			
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG), score 4 or 0	The DDEG projects did not necessitate Environment and Social Impact Assessments (ESIAs) since the projects were small and their impact to the environment was minimal.	4
	Maximum score is 12			

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>There was no evidence availed to show that the ESMP had been Costed and signed by both the Environment officer and CDO.</p>	0
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Financial management and reporting

6	<p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p> <p>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>The LG provided information to the PS/ST on the status of implementation of the Internal Auditor General's findings for the previous financial year 2019/2020 on 02/12/2020, before the deadline of 28th February 2021.</p> <p>Likewise, the LG had provided information to the PS/ST on the status of implementation of the Auditor General's findings for the previous financial year 2019/2020 on the 02/12/2020, before the deadline of 28th February 2021.</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>Evidence availed from the MOFPED indicated that the LG submitted the annual performance contracts without evidence of dates. However, evidence availed from the LG indicated that the approved annual performance contract was submitted on the 30th June, 2021, within the timeframe of 31st August 2021.</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>Evidence availed indicated that the Annual Performance report was submitted but the inventory schedules obtained from MoFPED does not provide the actual dates of submission.</p> <p>However, from the LG verification, the annual performance report for the FY 2020/2021 was submitted on the 30/07/2021, before the deadline of August 31st, 2021.</p>	4
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Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year

Maximum score is 4

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

score 4 or else 0.

There was no evidence availed to the assessor from MoFPED. However, evidence availed from the LG indicated all the 4 quarterly budget performance reports were submitted before the deadline of 31st August 2021 as indicated below;

1 Quarter 1- 17/11/2020;

2. Quarter 2- 15/02/2021;

3. Quarter 3- 28/06/2021; and

4. Quarter 4- 30/07/2021.