



Local Government Performance Assessment

Isingiro District

(Vote Code: 560)

Assessment	Scores
Crosscutting Minimum Conditions	73%
Education Minimum Conditions	100%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	90%
Micro-scale Irrigation Minimum Conditions	70%
Crosscutting Performance Measures	81%
Educational Performance Measures	92%
Health Performance Measures	91%
Water & Environment Performance Measures	80%
Micro-scale Irrigation Performance Measures	8%

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>There were two projects funded by DDEG in the district during FY 2019/2020 as follows:</p> <p>(i) Construction of junior staff house at Ruborogota HC III in Ruborogota sub county which was budgeted for shs 108,499,000 as provided on page 29 of the approved budget.</p> <p>The project was captured on page 127 of the AWP and page 139 of the DDP. Actual expenditure for the project totaled shs 100,039,553 as provided on page 23 of the fourth quarter budget performance report for FY 2019/2020. The project was in place after visiting it on 17th December, 2020. Health workers were occupying the premises.</p> <p>(ii) Renovation of Council Hall at the district headquarters which was budgeted for shs 19,983,000 as detailed on page 57 of the approved budget and page 184 of the AWP. Total expenditure on the project was shs 19,656,000 as detailed on page 56 of quarter four of the quarterly budget performance report of FY 2019/2020. The council hall at the district headquarters was visited on 17th December, 2020 and it was utilized for the purpose intended.</p> <p>The junior staff house at Ruborogota HC III in Ruborogota sub county was utilized to provide accommodation for health workers as witnessed on 17th December, 2020 whereas the Council Hall was renovated to provide a venue for various meetings of the district.</p>	4
2	<p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>a. If the average score in the overall LLG performance assessment increased from previous assessment :</p> <ul style="list-style-type: none"> o by more than 10%: Score 3 o 5-10% increase: Score 2 o Below 5 % Score 0 	Not Applicable	0

2	Service Delivery Performance	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> • If 100% the projects were completed : Score 3 • If 80-99%: Score 2 • If below 80%: 0 	<p>The two DDEG funded investment projects in the district during FY 2019/2020 were 100% completed as evidenced by the District Engineer's certificates of completion dated 23rd June, 2020 and 15th May, 2020.</p> <p>(i) Construction of junior staff house at Ruborogota HC III in Ruborogota sub county;</p> <p>(ii) Renovation of Council Hall at the Isingiro district headquarters.</p> <p>The projects were completed as per page 26 of the performance contract (100%). This was further reflected on page 64 of the 4th Quarter Budget Performance Report.</p> <p>Completion of the projects were further reflected on page 36 of the performance contract (100%) and page 48 of the 4th Quarter Budget Performance Report.</p>	3
3	Investment Performance	<p>a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:</p> <p>Score 2 or else score 0.</p>	<p>The DLG spent all the DDEG on two eligible projects per DDEG grant, budget and implementation guidelines as detailed below:</p> <p>(i) Construction of junior staff house at Ruborogota HC III in Ruborogota which was budgeted for shs 108,499,000 as provided on page 29 of the approved budget.</p> <p>The project was captured on page 127 of the AWP and page 139 of the DDP. Actual expenditure for the project totaled shs 100,039,553 as provided on page 23 of the fourth quarter budget performance report for FY 2019/2020.</p> <p>(ii) Renovation of Council Hall at the district headquarters which was budgeted for shs 19,983,000 as detailed on page 57 of the approved budget and page 184 of the AWP. Total expenditure on the project was shs 19,656,000 as detailed on page 56 of quarter four of the quarterly budget performance report of FY 2019/2020.</p>	2
3	Investment Performance	<p>b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,</p> <p>score 2 or else score 0</p>	<p>Renovation of the Administration Building at Isingiro District Headquarters had a contract price of sh. 34,826,402 and an Engineer's Estimate of sh. 34,845,400. this resulted in a variation of + 0.05 which was within +/- 20%.</p>	2

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,</p> <p>score 2 or else score 0</p>	<p>From the staff list and staff structure for FY 2020/21 dated 1st July 2020, there was evidence on page 1, 2 and 3 that the information on positions of Senior Assistant Secretaries (SAS), Community Development Officers, (CDOS) and Senior Accounts Assistants (SAA) were filled in Lower Local Governments was accurate as per minimum staffing Standards.</p> <p>For the sampled LLGs which included; Ngarama sub county, Kikagate sub county and Isingiro Town Council, the staffing was as follows; Ngarama Sub county had 10 staff members posted by district HRM office, Kikagate sub county had 10 staff members posted, and Isingiro Town council had 46 staff.</p>	2
4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. <p>Note: if there are no reports produced to review: Score 0</p>	<p>Infrastructure constructed using DDEG funds were visited and confirmed that they were in existence.</p> <p>The two DDEG funded investment projects in the district during FY 2019/2020 were 100% completed as evidenced by the District Engineer's certificates of completion dated 23rd June, 2020 and 15th May, 2020. The projects were:</p> <ul style="list-style-type: none"> (i) Construction of junior staff house at Ruborogota HC III in Ruborogota sub county and (ii) Renovation of Council Hall at the Isingiro district headquarters. <p>In addition, the DLG submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY 2019/2020 as follows:</p> <ul style="list-style-type: none"> 1st Quarter on 6th December 2019; 2nd Quarter on 5th February 2020; 3rd Quarter on 6th May 2020; 4th Quarter on 16th July 2020. <p>In addition, the above was supplemented by the District Engineer's certificates of completion dated 23rd June, 2020 and 15th May, 2020.</p>	2

5	Reporting and Performance Improvement Maximum 8 points on this Performance Measure	a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise; If there is no difference in the assessment results of the LG and national assessment in all LLGs score 4 or else 0	Not Applicable	0
5	Reporting and Performance Improvement Maximum 8 points on this Performance Measure	b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results. Score: 2 or else score 0	Not Applicable	0
5	Reporting and Performance Improvement Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY: Score 2 or else score 0	Not Applicable	0

Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th, with copy to the respective MDAs and MoFPED. Score 2 or else score 0	There was evidence that the District consolidated and submitted staffing requirements for the coming FY 2021/22 to the Ministry of Public Service on 28th December 2020. However this was passed deadline of 30th September 2020	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	The District conducted a track and analysis reports of staff attendance for the month of July, August, September, October, November and December 2019	2

Performance management

Maximum 5 points on this Performance Measure

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

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

FY: Score 1 or else 0

From the personnel files, it was established that all the Heads of departments were appraised during the previous FY 2019/2020 as indicated below;

1. The head of Finance department Byagageire Innocent was appraised on 10th August 2020
2. The head of Natural Resources was appraised on 10th August 2020
3. The head of Planning Besiga Stephen was appraised on 12th July 2020
4. The head of Community Based Services department Mugarura Edward was appraised on 7th July 2020
5. The head of Commercial Services department Musinguzi Patrick Danny was appraised on 9th July 2020
6. The head of Works department Abenaitwe Asaph was appraised on 4th August 2020
7. The head of Production department Karugaba Aloysius was appraised on 13rd August 2020
8. The head of Health department Dr. Tumusherure Edson was appraised on 19th August 2020
9. The head of Education and Sports department Nkuba Godfrey was appraised on 6th August 2020

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Performance management

ii. (in addition to "a" above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:

There was evidence that the Rewards and Sanctions committee was fully constituted.

Maximum 5 points on this Performance Measure

Score 1 or else 0

Members included;

- 1.Ahimbisibwe Cristopher DCAO /Chairperson
- 2.Mwebaze Andrew PHRO Secretary
- 3.Mugarura Edward DCDO Member
- 4.Tumusherure Edson DHO Member
- 5.Kyogabirwe Oliver SAS Member
- 6.Namujalirwa Agnes Stenographer Secretary Member

The committee was functional and was sitting every quarter and forwarding recommendations to the Chief Administrative Officer for implementation as per the guidelines.

The committee sat on 5/9/2020 in the first quarter, 10/10/2019 in the second Quarter on 17/6/2020 in fourth quarter

All the sets of minutes were on file. The committee did not sit in the third due to Covid 19 lockdown

Some of the recommendations implemented included submitting staff to DSC for disciplinary and recognizing best time managers

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Performance management

iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.

There was evidence that the Consultative committee was fully constituted on 14th July 2020.

Maximum 5 points on this Performance Measure

Score 1 or else 0

Members included;

- 1.Mugaruru Edward DCDO /Chairperson
- 2.Koburunga Allen HRO Secretary
- 3.Mugarura Edward DCDO Member
- 4.Dr. Tumusherure Edson DHO Member
- 5.Natukunda Agatha Education Officer Member
- 6.Namirimo Lilian Town Clerk Member

The committee was functional and was sitting and forwarding recommendations to Chief Administrative Officer for implementation

The committee sat on 12th September 2019

The minutes were on file.

8	Payroll management Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: Score 1.	The District recruited 144 staff in the previous financial year (2019/2020) as per staff list dated 6th August 2020. All the 144 staff recruited in the month of May 2020 (2019/2020) accessed salary payroll in June 2020 within one month after appointment. For example; 1. Ahumuza Stella Enrolled Nurse was appointed on 28th May 2020 and accessed payroll in June 2020 2. Assimwe Sarah Education Assistant II was recruited on 2nd May 2020 and accessed payroll in June 2020	1
9	Pension Payroll management Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: Score 1.	From the list of retired staff from the Human Resource Office dated 5th June 2020, 13 staff retired in the Financial year 2019/2020. All the 13 staff that retired in FY 2019/2020 accessed pension payroll within 2 months after date of retirement. Some of the staff who accessed pension payroll included; Tibahwa Bonny retired on 2nd February 2020 and accessed pension payroll in March 2020.	1

Management, Monitoring and Supervision of Services.

10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery Maximum 6 points on this Performance Measure	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY: Score 2 or else score 0	Direct transfers of the DDEG to LLGs was done during FY 2019/2020 totaling shs 374,165,283 in accordance with the requirements of the budget as detailed below: The DLG transferred shs 124,721,761 for each one of the three quarters to the LLGs (sub counties and town councils) thus shs 124,721,761 x 3 = shs 374,165,283. Examples of transfers to LLGs: (i) Kashumba sub county received shs 9,143,543 on voucher number DDEG/AUG/2019/618064 dated 15th August, 2019 in quarter one. (ii) Rushasha sub county received shs 5,712,178 on voucher number DDEG/FEB/2020/15 dated 24th February, 2020 in quarter three. (iii) Kabingo sub county received shs 5,063,440 on voucher number ADM/NOV/2019 dated 11th November, 2019 in quarter two. (iv) Kaberebere Town Council received shs 4,213,588 on voucher number ADM/NOV/2019 dated 11th November, 2019 in quarter two.	2
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10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:</p> <p>Score: 2 or else score 0</p>	<p>In quarter one, DDEG cash limits were received by the DLG on 24th July, 2019 from PS/ST under reference MET.50/268/01, CAO communicated to LLGs on transfer of DDEG funds to LLGs through circular letter dated 30th July, 2019 under reference CR/2016/1. Warranting was done on 31st July, 2019 and transfers effected accordingly as per CAO's instructions.</p> <p>In quarter two, DDEG cash limits were received by the DLG on 14th October, 2019 from PS/ST under reference MET.50/268/01, the CAO communicated transfer of DDEG funds to LLGs vide letter dated 14th October, 2019 under reference CR/2016/1. Warranting was done on 14th October, 2019 and transfers effected as per CAO's instructions.</p> <p>In quarter three, DDEG cash limits were received by the DLG on 14th January, 2020 from PS/ST under reference MET.50/268/01, communication to LLGs was done through CAO's letter dated 4th February, 2020 under reference CR/2016/1. Warranting was done on 16th January, 2020 and transfers effected as per CAO's instructions.</p> <p>There were no delays of more than five days from the time of receipt of cash limits from MOFPED to warranting and release of funds to LLGs.</p>	2
10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>Invoicing was done as follows:</p> <p>Quarter One on 2nd August, 2019;</p> <p>Quarter Two on 16th October, 2019;</p> <p>Quarter Three on 17th January, 2020.</p>	2
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>The district carried out supervision and mentoring of LLGs as per examples provided in the reports sampled below:</p> <p>Supervision and mentoring report dated 10th September, 2019 for quarter one; report dated 17th January, 2020 for quarter two; report dated 22nd June, 2020 for quarter three; report dated 30th July, 2020 for quarter four in FY 2019/2020. Issues deliberated on included project implementation in LGs, environment and social safeguards, induction of newly recruited staff in LGs, integration of population issues, application of DDEG guidelines and local government planning and budgeting etc.</p>	2

11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p> <p>Score 2 or else score 0</p>	<p>Supervision and monitoring reports were discussed by TPC and corrective action taken on recommendations as provided below:</p> <p>TPC meeting held on 17th February, 2020 discussed supervision and mentoring reports under minute reference MIN.10/02/202. The outbreak of COVID19 pandemic halted public gatherings and more meetings of the TPC</p>	2
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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 district maintained a manual Assets Register which was formatted in compliance of the Local Governments Accounting Manual 2007. The register contained details in respect of each category of the council assets that covered records for land, buildings, motor vehicles, furniture and equipment etc. The register contained the most recent government donated assets such as motorcycles.</p> <p>Examples for updates in the register covered Motorcycle Yamaha AG 125 valued at shs 13,373,500 on folio 037/2020 acquired on 28th October, 2019 – LG 0023 – 034- engine E 121E-012937 chassis LBPCE 28 WAH 0012929;</p> <p>Motor vehicle Nissan Navara valued for shs 56,908,000 and recorded on folio 034/202 acquired on 23rd January, 2020 UG 0959Z engine YS234Q2220A chassis NTCB/23Z.</p> <p>Kemengo Cope School in Rugaaga sub county had a building completed in March, 2020 valued at shs 208,995,930 recorded on folio 20/2020 in the assets register.</p> <p>Smart TV serial number ISIN 560 75 inches acquired on 5th November, 2019 for use in the Council Hall reference 3 TE 75000. This was recorded on folio 33/09 of the register.</p> <p>It was noted that the DLG had in place the IFMS computerised software which had partly computerised financial management operations. It was further noted that the process of computerising the Assets Register was in progress with direct assistance from MoFPED at the time of the assessment.</p>	2
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>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>There was a Board of Survey Report for FY 2019/2020 in place a copy of which was submitted to the Accountant General on 24th August, 2020 under reference CR/108. The report was acknowledged by the Accountant General and OAG on 28th August, 2020. The Board made 20 recommendations some of which were being acted on and others cleared like the disposal of vehicle LG 0001 – 62, fencing of Nyamuyanja HC IV, disposal of furniture etc 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 was a Physical Planning Committee in place with 11 appointed members by the CAO as reflected in meetings that were held.</p> <p>The Physical Planning Committee held meetings as detailed below:</p> <p>On 22nd June, 2020, for which minutes were submitted to MLHUD on 11th September, 2020. Meeting held on 25th February, 2020 and minutes were submitted to MLHUD on 11th September, 2020.</p> <p>Meeting held on 20th December, 2019 and minutes were submitted to MLHUD on 11th September, 2020;</p> <p>Meeting held on 20th August 2019 and minutes were submitted to MLHUD on 11th September, 2020.</p> <p>The DLG had in place an approved Physical Development Plan 2019 to 20140 which was drawn in November, 2019. However, submission of the plan to the National Physical Planning Board as required had not been done at the time of the assessment.</p> <p>The Building Plan Registration Book was in place.</p> <p>Members of the Physical Planning Committee that were appointed by the CAO vide CAO's letters dated 20th August, 2018:</p> <ol style="list-style-type: none"> 1. Asiimwe Alice, CAO 2. Mukalazi Dickson, Physical Planner - Secretary 3. Kalanzi Emmanuel, Isingiro TC 4. Namirimo Lillian, Endirinzi TC 5. Ahimbisibwe Moses, Ag. TC Kabuyanda 6. Nuweigaba J. Patrick, D.CAO 7. Tumwesigye Patrick, District Agric. Officer 8. Nkuba Godfrey, Ag. DEO 	2

9. Abeinatwe Asaph, District Engineer
10. Tumusherure Edson, DHO
11. Kamoga Abdul, Environment Officer
12. Bwengye Emmanuel, Ag. DNRO
13. Ninsiima Willis, Ag. TC Kikagate
14. Tubehabwe Sebastian, Ag. TC Bugango TC
15. Twebembere Jack, DWO
16. Mugarura Edward, DCDO

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the LG Development Plan; (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>There were two projects funded by DDEG in the district during FY 2019/2020 as follows:</p> <p>(i) Construction of junior staff house at Ruborogota HC III in Ruborogota sub county which was budgeted for shs 108,499,000 as provided on page 29 of the approved budget.</p> <p>The project was captured on page 127 of the AWP and page 139 of the DDP. Actual expenditure for the project totaled shs 100,039,553 as provided on page 23 of the fourth quarter budget performance report for FY 2019/2020.</p> <p>(ii) Renovation of Council Hall at the district headquarters which was budgeted for shs 19,983,000 as detailed on page 57 of the approved budget and page 184 of the AWP. Total expenditure on the project was shs 19,656,000 as detailed on page 56 of quarter four of the quarterly budget performance report of FY 2019/2020.</p> <p>The DLG conducted two desk appraisal reports for all projects in FY 2019/2020 as evidenced by a report dated 5th July, 2019 by the District Planner. Another desk appraisal report was dated 3rd July, 2020 which covered all projects for current FY 2020/2021 by the District Planner.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was a field appraisal report by the District Planner in place dated 11th December, 2019 in respect of projects for FY 2019/2020. The report contained technical feasibility and customized design for investment as well as environment and social issues page 12, 15, 19 and 22 of the report.</p>	2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>The TPC meeting held on 17th February, 2020 under minute reference MIN.11/02/2020 discussed the project profiles with costing as captured in the DDP, Budgets and AWPS for FY 2019/2020. Examples of projects:</p> <p>(i) Construction of SFG school at Ruborogota Seed Senior Secondary, School budgeted for shs 292,597,678 per pages 44 and 45, on page 14 of the DDP and AWP page 127.</p> <p>(ii) Construction of St. Mary's Kagoto Primary School, Kagarama Primary School and Butenga Cope Primary School budgeted for shs 282,669,212. Page 40, 41 and 42 of the Budget, page 121 of the AWP and pages 16. 17 and 18 of the DDP3.</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 of Environmental & Social for DDEG funded projects planned for 2020/21. Screening forms for construction of a maternity ward with a placenta pit and two stance latrines were seen endorsed by the CDO and the Environment Officer on 9th September 2020.</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>The DDEG funded project of Renovation of the Administration Block at Isingiro Headquarters was incorporated in the procurement plan. This had a budget of sh. 34,826,402</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:</p> <p>Score 1 or else score 0</p>	<p>The infrastructure project of procurement, reference ISIN/560/WRKS/19/20/00011, was approved under minute number 12/05/CC/2019/2020 on a meeting held on 15th May 2020 by the contracts committee.</p>	1

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines: Score 1 or else 0	The project implementation consisted of ; District Engineer - Abenaitwe T. Asaph District Community Development Officer - Mugarura Edward District Education - Kamoga Abdul Labor Officer - Mr. Turibamwe Silver District Planner - Besiga Stephen Engineering Assistant - Mr. Twinomujuni Daniel This team was appointed on 12th June 2020	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	It had a standard technical design of 5mm depth of V-shape of letters. The Letters shall be Arial 50mm high, done with black paint on a white background.	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	The team listed above carried out the relevant technical supervision; District Engineer - Abenaitwe T. Asaph District Community Development Officer - Mugarura Edward District Education - Kamoga Abdul Labor Officer - Mr. Turibamwe Silver District Planner - Besiga Stephen Engineering Assistant - Mr. Twinomujuni Daniel This team was appointed on 12th June 2020 Supervision were efficiently done because works of renovation were at the DLG	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 a claim certificate was issued on 22nd June 2020 and the payment was done on 26th June, 2020. The payment was made within the required timeframe of 2 months period.	1

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law: Score 1 or else 0	The procurement file for renovation of the Administration block was complete with an evaluation report that was approved by the Contracts Committee on 29th May 2020, with minutes of the Contracts Committee and the contract.	1
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Environment and Social Safeguards

14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant. Score: 2 or else score 0	The LG Designated Mr. Mark June as the grievance redress focal point person on 18th July 2019. Also in place were minutes of the grievance redress committee dated 24th September 2019 during which the committee discussed different issues which included how to investigate and responses to all the registered complaints.	2
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14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	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. If so: Score 2 or else 0	There was evidence of a specified system of recording, investigating and responding to grievances. For instance they had steps of how they handle grievances well displayed on the notice board by the grievance focal point person and these included registering the complaint to the grievance focal point person who then refers it to the grievance redress committee that investigates but when the complaint is a crime then after registration it is referred to police to handle.	2
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14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress. If so: Score 1 or else 0	The LG had publicized this mechanism to the people of Isingiro district by display on the notice board dated 24th September 2019. The Grievance Focal Point Person also communicated this mechanism to all Head teachers via a letter dated 06th June 2019.	1
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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>The Environment, Social and Climate change interventions were integrated in the DDP3 as reflected on pages 13 and page 113 of the DDP2. The same was captured on page 99 of the approved budget and page 23 of the AWP for FY 2020/2021.</p> <p>Examples of projects: (i) Construction of SFG school at Ruborogota Seed Senior Secondary, School budgeted for shs 292,597,678 per pages 44 and 45, on page 14 of the DDP and AWP page 127.</p> <p>(ii) Construction of St. Mary's Kagoto Primary School, Kagarama Primary School and Butenga Cope Primary School budgeted for shs 282,669,212. Page 40, 41 and 42 of the Budget, page 121 of the AWP and pages 16, 17 and 18 of the DDP3.</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management</p> <p>score 1 or else 0</p>	<p>There was evidence the LG disseminated the enhanced DDEG guidelines to sub county chiefs, key personnel and SAS at the LLGs. This was done through CAO's letter dated 14th March, 2019 under reference CR/103 which was to all LLGs and Town Councils.</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>There was evidence of costed ESMPs for the renovation of Isingiro council hall for instance there was establishment of a good waste management system at 600,000 shillings and incorporated in the BOQs under the element of environment.</p>	3

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change. Score 3 or else score 0	There was no evidence provided for assessment	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	e. Evidence that all 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 of land ownership, for instance there was a formal consent dated 10/07/2018 from St. John Baptist church allowing Isingiro district to the construct classrooms at katooma primary school.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 1 or else score 0	There was evidence of joint monitoring reports, for example a monitoring report for the construction of a class room block at Kabugo primary school dated 12/03/2020.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0	There was evidence of compliance certification forms signed by the CDO and the environment officer, for instance an Environment and social compliance form ascertaining compliance of mitigation measures at 4 stance VIP latrine at Isingiro headquarters dated 21/02/2020.	1

Financial management

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>The district had all the bank reconciliation statements prepared on a monthly basis up to 30th November, 2020. Examples of reconciliation statements:</p> <p>(i) The District TSA account and the District Revenue Collection accounts were reconciled to “zero” balance as on 30th November, 2020.</p> <p>(ii) The DRDIP account 00300138000004 with Centenary bank Isingiro branch had a reconciled balance of shs 15,483,176 as on 31st October, 2020.</p> <p>(iii) The Global Fund Account number 01483500378093 with DFCU Bank, Isingiro branch had a reconciled balance of shs 40,831 as on 31st October, 2020.</p> <p>(iv) UWEP Account number 0148352772095 with Centenary Bank, Isingiro branch had a reconciled balance of shs 758,133 as on 30th June, 2020.</p> <p>(v) UYLP Account number 0148557720915 with DFCU bank Isingiro branch had a closing reconciled balance of shs 700,000 as on 30th June, 2020.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>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>All the quarterly internal audit reports for FY 2019/2020 were produced and accordingly submitted as required. The reports were addressed to the District Speaker.</p> <p>Quarter One report was produced on 31st October, 2019, under reference AUD.251/3 and circulated to Chairperson LGPAC, IAG, LG Accounts Committee, OAG, RDC, PS MoLG and CFO. (16 queries were raised). CAO acknowledged receipt of the report on 31st October, 2019.</p> <p>Quarter Two report was produced on 31st January, 2020 under reference AUD/251/3 and circulated to the same officials as in quarter one. (09 queries were raised). CAO acknowledged receipt of the report on 31st January, 2020.</p> <p>Quarter Three report was produced on 30th April, 2020 under reference AUD/251/3 and circulated to same officials as in quarter one (25 queries were raised). CAO acknowledged receipt of the report on 30th April, 2020.</p> <p>Quarter Four report was produced on 31st July, 2020 under reference AUD.251/3 and circulated to the same officials as in quarter one. (17 queries). CAO acknowledged receipt of the report on 31st July, 2020.</p>	2

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>The Internal Auditor submitted all the quarterly reports through the District Speaker for consideration by Chairperson of Council, LGPAC and CAO. The Accounting Officer (CAO) acknowledged receipt of all the audit reports that were submitted by the Internal Auditor.</p> <p>The Council that held its meeting on 5th March, 2020 reviewed the LGPAC report which covered the first quarter report of the Internal Auditor for quarter one under MIN. 5 (D)/03/1920 FC.</p> <p>The meeting of Council held on 28th May, 2020 reviewed the LGPAC report which covered the second and third quarter reports of the Internal Auditor under MIN. 4/5/1920 FC.</p>	1
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>The LGPAC held meetings to review the internal audit reports as follows: On 20th May, 2020 whereby the internal audit reports for quarters three was reviewed under minute MIN.03/05/2020/DPAC.</p> <p>LGPAC meeting was held on 20th March, 2020 reviewed internal audit reports for quarter one and two, FY 2019/2020 under minute MIN.04/03/11/2020/PDAC.</p> <p>LGPAC meeting was held on 2nd October, 2020 reviewed internal audit reports for quarter four FY 2019/2020 but minutes of the LGPAC were still in draft form at the time of the assessment. Other meetings of the LGPAC took place on the following dates: 19/03/2020; 12/12/2019; 09/12/2019 and 26/8/2019.</p>	1
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Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>The DLG budgeted shs 1,307,999,823 for local revenue for FY 2019/2020 as per financial statements of the district for FY 2019/2020 page 9. It however realized revenue collection amounting to shs 510,379,870 during the financial year as provided on page 9 of the DLG financial statements for FY 2019/2020. This was equivalent to 39% performance.</p> <p>Low performance in revenue collection was attributed to the coronavirus pandemic. Most business enterprises as revenue sources were interrupted and others closed down.</p>	0
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19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>Local revenue collection amounting to shs 510,379,870 was realized during financial year 2019/2020 as detailed on page 9 of the financial statements for FY 2019/2020. In FY 2018/2019, the district collected shs 471,076,668 as per page 8 of the audited financial statements for FY 2018/2019 resulting in an increment in revenue collection performance of 9%. I.e shs 510,379,870 less shs 471,076,668 = shs 39,303,202.</p>	1
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>The DLG remitted a total of shs 74,750,000 as the mandatory 65% share of local revenue to LLGs for FY 2019/2020 as detailed on page 9 of the financial statements for FY 2019/2020. Local revenue that was for sharing amounted to shs 115,000,000.</p> <p>Computation:</p> $(74,750,000/115,000,000) \times 100 = 65\%$ <p>Examples:</p> <p>(i) Nyakitunda sub county received shs 3,992,014 on district payment voucher number ADM/JUN/202/045 dated 18th June, 2020.</p> <p>(ii) Mbaare sub county received shs 4,273,302 on district payment voucher number L/R/MAY/2020/009 dated 29th May, 2020.</p> <p>(iii) Kikagate sub county received shs 6,975,840 on payment voucher number LST/OCT/2019/06 dated 25th October, 2019.</p> <p>(iv) Ruborogota sub county received shs 4,061,489 on payment voucher number LST/OCT/2019/ 12 dated 25th October, 2019.</p>	2

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>The procurement plan for current FY 2020/2021 was on display for the public.</p> <p>The procurement process was at Best Evaluated Bidder and below are the sampled bidders that were on the notice board;</p> <p>Procurement Reference number:ISIN560/WRKS/20-21/00008/Lot 1</p> <p>Subject of Procurement:</p> <p>Construction of 5-stance lined pit latrine with attached urinal at Kabegaramire Trading Centre, Construction of Two stance lined Pit Latrine at Rwantaha HC II with 10,000Ltr HDPE Water Tank in Rushasha S/c. at shs.86,199,118</p> <p>The Best Evaluated Bidder had a display date; 04/11/2020</p> <p>Removal date;18/11/2020</p>	2
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>Publicity of the DLG performance assessment results was done as required as per CAO'S circular letter under reference CR/210/38 dated 6th July, 2020 to all heads of department. Circular letter was distributed to the chairperson of council, RDC, all heads of department, notice boards, website and all LLGs.</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>The DLG conducted discussions on radio talk shows on Radio "Ruhira FM" on every Tuesday in the week, "Radio Vision FM" on every Saturday of the week. Both radios offered free service to the district. Discussion centered on protection of children against violence, environment issues in LGs. Management of wetlands, project implementation in LGs. In addition, the DHO issued a circular letter to all heads of department dated 11th July,2020 under reference HEA/213/4 after the outbreak of COVID19.</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 for publicized information regarding tax rates, revenue collection procedures etc as reflected in CAO's referenced CR/104/5 circular letter dated 12th March, 2019 on tax rates applicable in FY 2019/2020. The CAO's circular letter was copied to the District Chairperson, CFO etc. Another CAO's circular letter was dated 30th March, 2020 under reference CR/104/5 on enhanced tax rates. The CAO's circular letter was distributed to SAS, sub county chiefs and town clerks at LLGs levels</p> <p>In addition, the same circulars were put on notice boards at all levels of the LLGs.</p>	1
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>a. LG has prepared an IGG report 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>The DLG prepared and presented an IGG summarized report to Council during its meeting held on 28th May, 2020. The report was adopted by council and reviewed under minute reference MIN.5/5/19/20/FC. All the IGG's recommendations were adopted and acted on.</p> <p>Issues that were followed up by the IGG included among others:</p> <ul style="list-style-type: none"> (i) Alleged abuse of office by the TC of Isingiro TC after selling off land in Ndejja sub county; (ii) Alleged misappropriation of funds by the Senior Treasurer of Isingiro TC. 	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>There was a 6% improvement in the PLE pass rate between 2018 and 2019. In 2018 the candidates that passed in Division 1, 2 and 3 were 5947 out of 8216 candidates resulting in a pass rate of 72%. On the other hand in 2019 the candidates who passed in Division 1, 2 and 3 were 6656 out of 8567 candidates with a pass rate of 78%.</p>	4
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 2% improvement in UCE pass rate between 2018 and 2019. In 2018 the candidates who passed in Division 1, 2 and 3 were 1006 out of 2226 with a pass rate of 45%. On the other hand in 2019 the candidates who passed in Division 1, 2 and 3 were 1043 out of 2217 with a pass rate of 47%.</p>	2
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 	Not Applicable	0
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>The Education development grant was used on eligible activities that included construction of 2 classroom blocks as per Q4 budget performance report page 99 at a cost of shs 916,649,000.</p>	2

3	Investment Performance: The LG has managed education projects as per guidelines	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	The DEO, CDO and EO certified work before payments. This was evidenced by interim payment certificates dated 27th April 2020 for the construction of two classroom blocks with furniture at Kabugu and Kirama 2 Primary Schools under the procurement number ISIN/560/WRKS/19-20/00004. The final payment to the contractor was made on 4th May 2020.	2			
Maximum 8 points on this performance measure	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	Construction of 2 classroom blocks with furniture at Kabugu and Karama II Primary Schools both had an engineer's estimate of sh. 207,824,550 and a contract price of sh. 207,052,240, with a variation of + 0.4%.	2		
Maximum 8 points on this performance measure	Construction of 2 classroom Blocks with finiture at Katooma I and Kemengo primary schools both had an engineers estimate of sh. 209,507,820 and a contract price of sh. 208,995,936 with a variation of + 0.2%.	All the variations were within +/- 20%.	3	Investment Performance: The LG has managed education projects as per guidelines	d) Evidence that education projects were completed as per the work plan in the previous FY	The construction of 2 classroom blocks at Kabugu and Karama II primary schools had completion certificates dated 26th May 2020 whereas the construction of 2 classroom Blocks at Katooma I and Kemengo primary schools had completion certificates dated 18th March 2020. This indicated that 100% of the projects had been completed as per the work plans.	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	The LG had a total teacher requirement of 1,512. Of these, 1,434 were in place which amounted to 95%.	2	
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 						

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

Maximum 6 points on this performance measure

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

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

The LG had a total of 189 UPE schools (page 33-40 of performance contract) and 21 USE schools (page 41-43 of performance contract). Of these 160 met the minimum standards set out in the DES guidelines which amounted to 76%.

Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

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

There was accurate reporting on teachers and their deployment in all the sampled three schools

At Rwekubo Primary School the teachers on the staff list were 10 including;

- Baryamujura Ezra (file no 11488)
- Nyangoma Jennifer (file no; 11919)
- Karungi Annet (file no 12591)

At Kamuli Primary School a total of 8 staff were on the staff list as deployed they included;

- Katushabe Mary (Reg. no 111/2004/6902)
- Arinaitwe M (Reg. no 111/2004/6990)
- Niwendishaba (Reg. no 111/2009/3574)

St Joseph Primary School had 12 staff on its staff list as deployed they included;

- Kasingye Baguma Secada (Comp no 177730)
- Mujuugu Odomoro (Comp. no 524340)
- Ampire Nicholas (Comp. no 524480)

5

2

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

Maximum 4 points on this performance measure

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

- If the accuracy of information is 100% score 2

- Else score: 0

The school asset register was present and accurately reported on infrastructure in all registered 189 primary schools as indicated from the sampled schools below;

1. St Joseph Primary School Kabirukwa (Emis 6845) had 9 classrooms, 9 latrines, 114 desks and no teacher accommodation.

2. Kamuli Primary School (Emis 6841) had 15 classrooms 5 of which required rehabilitation. It also had 7 latrines and required 4 new ones, 134 desks of which 40 required rehabilitation and 4 teacher accommodations which all needed rehabilitation.

3. Rwekubo Primary School (Emis 6647) had 14 classrooms and required 7 new classrooms, 14 latrines, 208 desks, 8 teacher accommodations and required 4 new teacher accommodations.

6

4

School compliance and performance improvement:

Maximum 12 points on this performance measure

a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:

- If 100% school submission to LG, score: 4
- Between 80 – 99% score: 2
- Below 80% score 0

100% of the schools in the LG submitted their annual reports within the stipulated time frame and were fully endorsed by the respective head teachers and SMC chairpersons as indicated below;

1. Kagarama Primary School submitted its annual report on 29th November 2019. It had been endorsed on by the Head teacher, Mr. Twesigye John and the SMC chairperson Mr. Tibanyenda Silvano.

2. Kagoto Primary School was submitted its report on 18th October 2019. It had been endorsed on by the Head teacher, Mr. Nkirehi Gerald and the SMC chairperson Sunday Lueben.

2. Kikagate Primary School submitted its report on 26th November 2019. It had been endorsed on by the Head teacher, Mr. Mugisha Livingstone and the SMC chairperson Karibhunga Julius.

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>All the sampled three schools, that included Rwekubo Primary School, Kamuli Primary School and St Joseph's Kyabiruka had SIP's in place which had been developed on 28th September 2019 representing 100%.</p>	4
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 	<p>100% of the schools in Isingiro DLG had submitted their EMIS return forms from the previous FY</p>	4

Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>The department budgeted sh. 10,135,636,000 for a total of 1,512 teachers as was indicated on page 32 of the Performance Contract and page 114 of the Work Plan both for 2020/21.</p>	4
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p> <p>Score 3 else score: 0</p>	<p>Teachers had been deployed per sector guidelines. For example;</p> <ol style="list-style-type: none"> 1. At Rwekubo Primary School, the teachers on the staff list were 10 including the Head mistress, Ms. Nyangoma Jennifer (file no; 11919) 2. Kamuli Primary School had a total of 8 staff including the Head mistress, Ms Katushabe Mary (Reg no 111/2004/6902) 3. Joseph Primary School had 12 staff including a Headmistress, Mrs. Kasingye Baguma Secada (Comp no 177730) 	3

Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision

Maximum 8 points on this performance measure

c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,

score: 1 else, score: 0

Teacher deployment lists had been publicized on all the sampled schools notice boards as indicated below;

At Rwekubo primary school the teachers on the staff list were 10 including;

- Baryamujura Ezra (file no 11488)
- Nyangoma Jennifer (file no 11919)
- Karungi Annet (file no 12591)

At kamuli primary school a total of 8 staff where on the staff list as deployed they included;

- Katushabe Mary (Reg. no 111/2004/6902)
- Arinaitwe M (Reg. no 111/2004/6990)
- Niwendishaba reg no 111/2009/3574

St Joseph Primary School had 12 staff on its staff list as deployed they included among others;

- Kasingye Baguma Secada (Comp. no 177730)
- Mujuugu Odomoro (Comp. no 524340)
- Ampire Nicholas 524480

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

The District had 147 Government aided primary schools. Of these, 10 randomly sampled head teacher's files were selected and all were found to have been appraised as follows;

1. Amarwe Charles of Kabazaana P/S was appraised on 9th March 2020

2. Gumisiriza Albert of Mishenyi I P/S was appraised on 20th February 2020

3. Asimwe Aida of Nyamuyanja Central P/S was appraised on 29th January 2020

4. Mubangizi Julius of Rwamurunga P/S was appraised on 20th December 2019

5. Tumwekatse Setrine of Katereera P/S was appraised on 20th March 2020

6. Musasizi Robert of Nyakibare P/S was appraised on 2th September 2020

7. Ahimbisibwe Hanningtone of Iryango P/S was appraised on 17th December 2019

8. Sekabira Kaimu Kafeero of Kishuro Moslem P/S was appraised on 17th December 2020

9. Ssali David of Kiryaburo P/S was appraised on 29th January 2020

10. Tumwesigye Herbet of Kayonza P/S was appraised on 18th March 2020

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

The District had 18 Government aided Secondary schools, a review of 10 randomly sampled head teacher's files from among the 18 revealed that all the 10 sampled head teachers were appraised

Those appraised included;

1. Nuwamanya Margret of Kiyenje SS was new. She was assumed duty on 4th May 2020 and is not yet due for appraisal
2. Bitarinsha Charles of Masha seed school was assigned duties of Headteacher on 15th September 2020 and was not yet due for appraisal
3. Baluku Edson of Birere SS was posted on 28th January 2020 and signed performance agreement on 10/2/2020 was not yet due for appraisal
4. Muhwezi K Innocent of Ngarama SS was transferred on 27th October 2020 and was not yet due for appraisal
5. Mworzi Paddy of Bukanga SS was appraised on 14th February 2020
6. Mujuni Naboth of Rubingo Seed School was appraised on 11th February 2020
7. Begumya Julius of Kigaragara Voc School was appraised on 20th January 2020
8. Nakawende Innocent of Ntungu SS was appraised on 18th December 2020
9. Mulinda James of Kabula Muslim SS was new and had not been appraised
10. Mukombozi Joseph of Katanoga SS signed a performance agreement on 15th January 2020 and was not yet due for appraisal

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>Nkuba Godfrey Ag. District Education Officer was appraised on 6th August 2020</p> <p>Amanyire Deogratias Senior Inspector of Schools was appraised on 30th June 2020</p> <p>Yesigyemukama Charles Inspector of Schools was appraised on 15th July 2020</p> <p>Natukunda Agatha Education Officer was appraised on 30th June 2020</p>	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>The education department had a training plan for the year 2019/20 dated 6th October 2019 that included ;</p> <ul style="list-style-type: none"> • Basic financial management training for head teachers at a budget cost of 1,000,000shs • Performance management training for head teachers at a cost of 300,000 	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>In a letter dated 22nd February 2020 ref CR/214, the district confirmed the list of schools and budget allocation in the PBS the primary schools were 189 with a total enrollment of 89,180 pupils</p>	2
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9

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

Maximum 8 points on this performance measure

b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.

If 100% compliance, score:2 else, score: 0

The LG Budgeted shs 115,756,000 for Monitoring and inspections and spent shs 83,215,000 which was 72% page 95 of the q4 report 2019/20

0

9

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

Maximum 8 points on this performance measure

c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters

If 100% compliance, score: 2 else score: 0

In quarter one, schools capitation cash limits were received by the DLG on 24th July, 2019 from PS/ST under reference MET.50/268/01, communication by the CAO to schools was done on 30th July, 2019 under letter referenced CR/2016/1. Warranting was done on 26th July, 2019 and transfers effected as per CAO's instructions.

There was no transactions quarter in two in respect of schools capitation cash limits.

In quarter three, schools capitation cash limits were received by the DLG on 14th January, 2020 from PS/ST under reference MET.50/268/01, communication to schools by CAO was done on 4th February, 2020. Warranting was done on 17th January, 2019 and transfers effected as per CAO's instructions.

In quarter four, schools capitation cash limits were received by the DLG on 14th April, 2020 from PS/ST under reference MET.50/268/01, communication to schools by CAO was done on 22nd April, 2020. Warranting was done on 17th April, 2020 and transfers effected as per CAO's instructions on 17th April, 2020.

There were no delays of more than five days from the time of receipt of cash limits from MOFPED to warranting and release of funds to schools.

2

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>The LG invoiced for quarter one on 29th July, 2019</p> <p>Quarter three FY 2019/20 on 20th January, 2020</p> <p>Quarter 4 2019/20 on 20th April, 2020</p> <p>The LG communicated on 11/06/2019, 24th/9.2019 and 11/02/2020 which was within three working days release from MOFPED.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> • If 100% compliance, score: 2, else score: 0 	<p>The Inspection planning meeting for term II of 2019 was held on 14th May 2019, for term III of 2019 on 25th August 2019, and for term I of 2020 on 18th February 2020. In all these meetings, inspection plans for the respective terms were prepared, copies of the inspection tools were availed to the members in attendance and funds allocated to the respective inspection teams discussed.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0 	<p>Out of the 189 UPE Schools in Isingiro District, the UPE schools inspected were as indicated below,</p> <ol style="list-style-type: none"> 1. For term II of 2019, 189 schools were inspected. 2. Term III of 2019, 189 schools were inspected. 3. At term I of 2020, 189 schools were inspected. <p>The percentage of schools inspected was 100.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>On 30th August 2019, inspection reports were discussed under min 4/8/2019. Some of the issues discussed included that of inadequate teachers in the district and also the Town Council schools being overstaffed with respect to the rural schools. In the meeting, it was resolved that some of the teachers in the urban schools would be transferred to the Urban Schools.</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0</p>	<p>The inspection report for term II of 2019 was submitted to DES on 6th September 2019, for term III of 2019 was received on 18th June 2020, and for term I of 2020 was submitted on 26th August 2020. The Inspection findings were also shared with schools on 24th September 2019 and 10th June 2019 and evidenced by attendances of the Head teachers for the said meetings.</p>	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>The Education, Health & social services standing Committee met and discussed service delivery issues in a meetings held 10th December 2019 under Minute 5/12/2019, the issues included;</p> <ol style="list-style-type: none"> 1. Holding a dialogue meeting with all stakeholders of Kyezimbire SSS, Ngarama SS and Birere SS 2. And the issue of Isingiro lacking a technical school. It was recommended that one should be established in the district. <p>On 22nd December 2019 under minute 05/10/2019 the education report was discussed</p>	2
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, <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 in school. For example;</p> <ol style="list-style-type: none"> 1. On 10th August 2019, the education department held a mobilization meeting at Mbaare primary school and under minute 2/5/2019, the DEO informed the parents that it was a constitutional obligation for them to take their children to school. 2. And on 22nd May 2019 in a meeting held at Ruborogota Primary school, it was resolved in minute 3/5/2019 to report all parents who had refused to take their children to school and punish all teachers who had turned pupils into child laborers while at school. 	2

Investment Management

Planning and budgeting for investments

Maximum 4 points on this performance measure

a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, *score: 2, else score: 0*

There was an up to date LG asset register as indicated from the sampled schools below;

1. St Joseph Primary School Kabirukwa (EMIS 6845) had 9 classrooms, 9 latrines, 114 desks and no teacher accommodation.

2. Kamuli Primary School (EMIS 6841) had 15 classrooms of which 5 required rehabilitation, 7 latrines and required 4 others, 134 desks of which 40 required rehabilitation and 4 teacher accommodations which all needed rehabilitation.

3. And Rwekubo Primary School (EMIS 6647) had 14 classrooms and required 7 new more, 14 latrines, 208 desks, and 8 teacher accommodations and required 4 others.

12	<p>Planning and budgeting for investments</p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i></p>	<p>The Education Department had two projects to implement in FY 2019/2020.</p> <p>(i) Construction of Ruborogota Seed Secondary School budgeted at shs 541,564,000 per approved budget, page 43, page 143 of the AWP, DDP page 140. Actual expenditure was shs541,564,000 per page 99 of quarter four budget performance report FY 2019/2020.</p> <p>(ii) Construction of Kemengo Primary School, Nyakamuri Primary School, Nyakabungo Primary School and Kamutumo Primary School budgeted for shs 2,777,000,000 as per page 99 of the approved budget, page 143 of the AWP and page 140, 141,142, and 143 of the DDP. Actual expenditure was shs 375,085,000 per page 99 of the quarter 4 budget performance report.</p> <p>Desk appraisal reports dated 6th, 7th and 8th June, 2019 by the District Engineer and District Planner.</p> <p>As for FY 2020/2021, there were two projects; one for completion of Rugoroboza Seed school and construction of St. Mary's Kagoto Primary School. AWP pages 23 to 26, DDP 3 pages 19 and approved budget page 44.</p> <p>The District Engineer conducted desk appraisal reports dated 24th and 25th March, 2020 in respect of all the projects.</p>	1
12	<p>Planning and budgeting for investments</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, <i>score 1 else score: 0</i></p>	<p>Field report by the District Engineer was in place dated 12th June, 2019 and 25th March, 2020 to check on technical feasibility, environmental and social acceptability. The field report was supplemented by site meetings headed by the D/E.</p>	1
13	<p>Procurement, contract management/execution</p>	<p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i></p>	<p>The infrastructure project was incorporated into the procurement plan of FY2019/2020;</p> <p>Construction of Ruborogota Seed School at 1,084,912,669 shs</p>	1

Maximum 4 points on this performance measure

Maximum 4 points on this performance measure

Maximum 9 points on this performance measure

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>The school infrastructure was approved by the contracts committee 28th October 2019 under minute number 16/10/CC/2019/2020. The Solicitor General letter was issued on 5th December 2019</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>There was a project Implementation Team appointed on 12th December, 2019</p> <p>Eng. Abenaitwe T. Asaph – District Engineer</p> <p>Mr. Mugarura Edward - DCDO</p> <p>Mr. Kamoga Abdul - DEO</p> <p>Mr. Turibamwe Silver - Labour Officer</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>The school infrastructure followed the standard technical 34.23m by 8.53m on ICT block and Laboratory 21.3m by 9.23m.</p> <p>There was compliance to MoES standards evidenced by the Dimensions sampled as evidenced.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i></p>	<p>There project implementation team carried out monthly meetings as required; For example, monthly meetings were conducted on 24th November 2020, 30th September 2020 and 31st August 2020 among others.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted <i>score: 1, else score: 0</i></p>	<p>There was evidence of technical supervision at critical stages was conducted. For example there were monitoring reports for the seed school which were dated 17th November 2019, 27th November 2019 and 30th September 2019 among others.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p>	<p>The payment claim was made on 26th September 2020 and payment was made on 14th October 2020. Payment was made within the required timeframe of 2 months as required.</p>	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i></p>	<p>The education department submitted its procurement plan on the 20th April 2020 which was within the timeline of 30th April. This included the following education projects;</p> <ol style="list-style-type: none"> 1. Construction of a two classroom block with furniture at St. Mary's Kagoto P/S in Kabuyanda Sub County at shs. 103,424,000 2. Construction of a two classroom block with furniture at Butenga P/S in Birere Sub County at shs. 103,424,000. 3. Construction of two classroom block with furniture at Kagarama P/S in Birere Sub County at shs. 103,424,000. 	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>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></p>	<p>The procurement file for Construction of Ruborogota Seed school was found to be complete with the evaluation report which was approved by the contracts committee on the 19th July 2019, with minutes of the contracts committee, and the contract which was signed on 13th November 2019.</p>	1

Environment and Social Safeguards

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, <i>score: 3, else score: 0</i></p>	<p>There was evidence that grievances in the education sector were recorded, investigated and recorded to. For example on 2nd February 2020, there was a complaint recorded by Kashenyi Primary School in relation to a land conflict it had with the community. All the parties involved were brought to a round table and the land in question was divided accordingly.</p>	3
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>There was evidence that the LG disseminated the Education guidelines to schools. In the sampled schools which included Rwekubo, Kamuli and St. Josephs Kyabirakwa, there was evidence of receipt of these guidelines on 4th February 2020.</p>	3

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>	Although ESMPs were costed but there was no social safeguard in the BOQs.	0
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was evidence of land ownership for all education projects, for instance there was a formal consent dated 10th July 2018 from St. John Baptist church allowing Isingiro district to the construct classrooms at Katooma primary school	1
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	There was evidence of joint monitoring reports, for example a monitoring report of construction of 02 classroom bock at Katooma primary school dated 24th February 2020 signed by both the Environment Officer and the CDO to ascertain the compliance of the ESMPs.	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments <i>Score: 1, else score:0</i>	There was evidence of Environment and Social certification forms signed by the environment officer and the CDO for example compliance certificate dated 8th June 2020 for the construction of two classroom blocks at Kamengo primary school was issued.	1

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total OPD attendance, and deliveries.</p> <ul style="list-style-type: none"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>The sampled health facilities had the following output: For OPD 18/19 23546 and 19/20 30314 giving a percentage increase of 29 and for deliveries 18/19 2431, 19/20 2661 which made a percentage increase of 9.5 %</p>	2
2	<p>Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p> <p>Note: To have zero wait for year one</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> • Above 70%; score 2 • 50 – 69% score 1 • Below 50%; score 0 	Not Applicable	0

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

Maximum 4 points on this performance measure

Note: To have zero wait for year one

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

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

The LG had 8 HC IIIs and 4 HC IVs assessed and scored as follows:

Kabuyanda HC IV 81.02%

Rugaaga HC IV 94%

Nyamuyanja HC IV 90.94%

Rwekubo HC IV 91.6%

Kyabirukwa HC III 94%

Kikagate HC III 72.3%

Nyakitunda HC III 81.61%

Ruhiira HC III 80%

Kanwamaizi HC III 78.06%

Nshungyezi HC III 78.52%

Mbaare HC III 79.13%

Nyarubungo HC III 95.5%

This made an average of 84.7%

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

Maximum 8 points on this performance measure

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.

The budget for the health department for the development grant for FY 2019/2020 was shs 1,148,506,000 as provided on page 86 of the fourth quarter budget performance report for FY 2019/2020. Actual expenditure amounted to shs 1,843,793,000 during FY 2019/2020 as detailed on page 86 of the financial statements for FY 2019/2020. Examples of projects for the health department:

(i) Construction of junior staff house at Ruborogota HC III in Ruborogota which was budgeted for shs 108,499,000 as provided on page 29 of the approved budget.

The project was captured on page 127 of the AWP and page 139 of the DDP. Actual expenditure for the project totaled shs 100,039,553 as provided on page 23 of the fourth quarter budget performance report for FY 2019/2020.

(ii) Upgrading of Busheeka HC II to HC III in Endiinzi sub county. Renovation of structures, construction of placenta pit and supply of water tank at Rugaaga HC IV in Rugaaga sub county.

(iii) Renovation of structures, construction of placenta pit and supply of water tank at Rugaaga HC IV.

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0</p>	<p>Review of payment vouchers for contracts in the health department revealed</p> <p>That all payments to contractors were certified by the DHO, D/E, CDO and Environment Officer as required. Examples: (i) Payment to Regitex Technical Services Ltd for shs 46,237,326 on voucher number DDEG/DEC/200/004 dated 20th December, 2019 for construction of two junior staff houses each with two stances latrines at Ruborogota HC III in Ruborogota sub county. Payment was initiated on 4th December, 2019. The D/E, DHO, CDO, CAO and Environment Officer certified payment to the contractor on 16th December, 2019.</p> <p>(ii) Payment to Katuma Construction Ltd for shs 5,484,300 on voucher number DDEG/FEB/2020/001 dated 6th February, 2020 for Renovation of structures, construction of placenta pit and supply of water tank at Rugaaga HC IV. The DHO, CDO, Environment Officer, D/E certified payment on 15th January, 2020.</p> <p>(iii) Payment to Kwed Construction Ltd for shs 38,007,178 on voucher number HEA/JUN/2020/005 dated 23rd June, 2020 for upgrading of Busheka HC II to HC III in Endiinzi sub county. Payment was initiated on 22st May, 2020; D/E, DHO, CAO and Environment Officer certified payment on 22nd June, 2020. The CDO certified payment on 19thJune, 2020.</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>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>Construction of 2 Junior Staff Houses with a Tank and a 2 Stance latrine at Ruborogota HC III had an engineer's estimate of sh. 107,992,420 and a contract price of sh. 107,900,793. This resulted in a variation +0.08%.</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>The Construction of 2 Junior Staff Houses with a Tank and a 2 Stance latrine at Ruborogota HC III was completed as was evidenced by a completion certificate dated 24 June 2020.</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>The LG had 4 HC IVs and 17 HC IIIs with a total staffing requirement of 434. Of these, 372 positions filled amounting to 85.7%.</p>	1
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>The junior staff house had an exterior dimension of 8.4 m by 5.8m as was required by the technical designs.</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>Rwekubo HC IV had 51 staff on the list; Isaac Paul Mpeire MO no. 11029 Mugerwa Enoch SMO no. 10969</p> <p>Nyarubungo HC III had 16 staff on the list; Mugabekazi Jastine CO no.10860 Kyarimpa Resty EM no.10497</p> <p>Nyakitunda HC III had 14 staff on the list; Byamukama John Stephen EN no.10687 Ndyomugyenye James En no. 10841.</p> <p>All those were present in their facilities as per staff list for FY 2020/21 from the District.</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>Bushereka HC II was upgraded to HC III in FY 18/19 and rolled over to FY 19/20 now complete and functional.</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>a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> • Score 2 or else 0 	<p>The sampled Health facilities submitted their Annual Workplans to the DHO as follows; Rwekubo HC IV submitted on 20th March 2020, Nyarubungo HC III on 21st March 2020 and Nyakitunda HC III on 20th March 2020. All the submissions were in conformity with the prescribed formats.</p>	2
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>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>The health facilities submitted their Annual Budget Performance reports for FY 19/20 to the DHO as follows; Rwekubo HC IV submitted on 14th July 2020, Nyarubungo HC III on 13th July 2020 and Nyakitunda HC III on 8th July 2020.</p>	2
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>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>All sampled health facilities submitted their PIPs timely as follows; Rwekubo HC IV submitted on 2nd October 2020, Nyarubungo HC III on 2nd October 2020 and Nyakitunda HC III on 2nd October 2020. These include issues like increase of OPD coverage and increase ANC etc.</p>	2
<p>Maximum 14 points on this performance measure</p>				

<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <p>• score 2 or else score 0</p>	<p>The sampled health facilities submitted monthly reports as follows;</p> <p>For July 2019, Rwekubo HC IV submitted its report on 6/08/19, Nyarubungo HC III on 2/08/19 and Nyakitunda HC III on 2/08/19</p> <p>For August 2019, Rwekubo HC IV submitted its report on 4/09/19, Nyarubungo HC III on 5/09/19 and Nyakitunda HC III on 5/09/19</p> <p>For September 19, Rwekubo HC IV submitted its report on 5/10/19, Nyarubungo HC III on 5/09/19 and Nyakitunda HC III on 7/10/19</p> <p>For October 2019, Rwekubo HC IV submitted its report on 5/11/19, Nyarubungo HC III on 5/11/19 and Nyakitunda HC III on 6/11/19</p> <p>For November 2019, Rwekubo HC IV submitted its report on 6/12/19, Nyarubungo HC III on 6/12/19 and Nyakitunda HC III on 5/12/19</p> <p>For December 2019, Rwekubo HC IV submitted its report on 6/01/20, Nyarubungo HC III on 7/01/20 and Nyakitunda HC III on 7/01/20</p> <p>For January 2020, Rwekubo HC IV submitted its report on 7/02/20, Nyarubungo HC III on 6/02/20 and Nyakitunda HC III on 6/02/20</p> <p>For February 2020, Rwekubo HC IV submitted its report on 7/03/20, Nyarubungo HC III on 6/03/20 and Nyakitunda HC III on 7/03/20</p> <p>For March 2020, Rwekubo HC IV submitted its report on 7/04/20, Nyarubungo HC III on 7/04/20 and Nyakitunda HC III on 6/04/20</p> <p>For April 2020, Rwekubo HC IV submitted its report on 7/05/20, Nyarubungo HC III on 7/05/20 and Nyakitunda HC III on 7/05/20</p> <p>For May 2020, Rwekubo HC IV submitted its report on 6/06/20, Nyarubungo HC III on 4/06/20 and Nyakitunda HC III on 7/06/20</p> <p>And for June 2020, Rwekubo HC IV submitted its report on 7/07/20, Nyarubungo HC III on 7/07/20 and Nyakitunda HC III on 6/07/20</p> <p>These health centres also submitted quarterly reports as follows;</p> <p>For quarter 1, Rwekubo HC IV submitted its report on 5/10/19, Nyarubungo HC III on 5/10/19 and Nyakitunda HC III on 7/10/19</p> <p>For quarter 2, Rwekubo HC IV submitted its report on 6/01/20, Nyarubungo HC III on 6/01/20 and Nyakitanda HC III on 7/01/20</p> <p>For quarter 3, Rwekubo HC IV submitted its report on 7/04/20, Nyarubungo HC III on 7/04/20 and Nyakitanda HC III on 6/04/20</p>
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And for quarter 4, Rwekubo HC IV submitted its report on 7/07/20, Nyarubungo HC III on 7/07/20 and Nyakitanda HC III on 6/07/20.

All the reports were submitted in time as was required.

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p>	<p>The Health facilities submitted RBF invoices timely as follows; Rwekubo HC IV submitted on 8th October 2020, Nyarubungo HC III on 4th October 2020 and Nyakitanda HC III on 7th October 2020.</p>	2
<p>Maximum 14 points on this performance measure</p>	<p>Note: Municipalities submit to districts</p>			
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>The LG verified, compiled and submitted to MOH facility RBF invoices late on 17th November 2020.</p>	0
<p>Maximum 14 points on this performance measure</p>				

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and 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>The Health Department submitted Quarterly Budget Performance Reports (QBPRs) to the District Planner for consolidation for all the four quarters of the previous FY 2019/2020 as follows:</p> <p>1st Quarter on 08 October 2019;</p> <p>2nd Quarter on 06 January 2020;</p> <p>3rd Quarter on 07 April 2020;</p> <p>4th Quarter on 06 July 2020.</p>	1
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>The LG developed Performance Improvement Plan for the District on 2nd October 2020. This covered Rwekubo HC IV, Nyakitunda HC III & Nyarubungo HC III</p>	1
<p>Maximum 14 points on this performance measure</p>				

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>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>According to the report written on 12th November 2020, Rwekubo IV was mentored on data management, management of HUMC meetings.</p>	1
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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</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>The LG budgeted shs. 4,229,316,000 which was to cover a total of 498 health workers.</p>	2
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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</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>The LG had a total of 45 health facilities. Of these, only 28 had at least 75% of the required staff positioned filled.</p> <p>The 3 sampled facilities had staff filled as follows:</p> <p>Rwekubo HC IV Had 51/48 106%</p> <p>Nyarubungo HC III had 16/19 84.2%</p> <p>Nyakitunda HC III had 14/19 73.6%.</p> <p>In conclusion, not all health facilities had at least 75% of the required staffing positions filled.</p>	0
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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

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

There was evidence that health workers were working in the health facilities where they were deployed based on the sampled health facilities. Rwekubo HC IV had 51 health workers, Nyarubungo HC III had 16 health workers and Nyakitunda HC III had 14 health workers. All these health workers regularly attended duty based on the daily attendance records seen.

Maximum 9 points on this performance measure

3

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

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

There was evidence that the LG publicized health workers deployment as was observed on the notice boards of the sampled health centres. Rwekubo HC IV had a display of 51 health workers dated 1st December 2020, Nyarubungo HC III had a display of 16 health workers dated 9th December 2020 and Nyakitunda HC III had a display of 14 health workers dated 8th December 2020.

Maximum 9 points on this performance measure

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

All the 10 sampled health facility in charges were appraised against agreed performance plans as indicated below;

1. Namirembe Shamirah of Busheka HCIII was appraised on 18th July 2020
2. Tushabe Evas Nursing Assistant of Kyeirumba HCIII was appraised on 24th August 2020
3. Mugabekazi Justine Enrolled Midwife of Nyarubungo HC III was appraised 30th June 2020
4. Atwine Imelda Enrolled Midwife of Nshongezi HC III was appraised on 30th June 2020
5. Nyamate Julia Enrolled Midwife of Ruhira HC III was appraised on 30th June 2020
6. Mugerwa Enoch Senior Medical Officer of Rwekubo HC IV was appraised on 20th July 2020
7. Aturinda Collins Medical Officer of Kabuyanda HCIV was appraised on 13th July 2020
8. Dr Nankunda Faith Medical Officer of Nyamuyanja HC IV was appraised on 15th July 2020
9. Ndyomugyenye James Enrolled Nurse of Nyajitunda HC III was appraised on 8th August 2020
10. Kiyombo Philomon Clinical Officer of Rugaaga HCIV was appraised on 02nd August 2020

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

Maximum 6 points on this performance measure

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

A review of the 10 Health facility worker's files revealed that all the 10 health facility workers sampled were appraised in FY 2019/2020.

Those appraised included;

- 1) Muzahura John Baptist Senior Clinical Officer of Rwekubo HCIV was appraised on 25th July 2020
- 2) Najja Agnes Nursing Assistant of Murema HCII was appraised on 14th July 2020
- 3) Kyasimire Peninah Nursing Assistant; of Kihihi HCII was appraised on 10th October 2020
- 4) Gamukama Tuheise Medical Officer of Kabuyanda HCIV was appraised on 28th July 2020
- 5) Sendekize Aloysius; Lab Technician of Kabuyanda HCIV was appraised on 22nd June 2020
- 6) Kabagambe Moses Enrolled Nurse of Rwekubo HC IV was appraised on 25th June 2020
- 7) Asiimwe Dinavence Enrolled Nurse of Kahenda HCII was appraised on 9th July 2020
- 8) Kyatukundire Jovitah Lab Assistant of Nyakitunda HC III was appraised on 19th July 2020
- 9) Mutaremwa B Stephen Lab Technician of Ngarama HCIII was appraised on 30th June 2020
- 10) Kyarikunda Jovas Enrolled Midwife of Endiizi HC III was appraised on 18th July 2020

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

Maximum 6 points on this performance measure

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

There was a training report dated 7th July 2020 on performance assessment of health workers

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>The LG trained 16 health workers between 15th - 18th June 2020 on Revised Consolidated Guidelines for Prevention and Treatment of HIV 2020 at Ruhira HC III.</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>The training of the 16 health workers conducted between 15th - 18th June 2020 on the Revised Consolidated Guidelines for Prevention and Treatment of HIV 2020 at Ruhira HC III was documented in the training database.</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 wrote to the MOH confirming 59 health facilities accessing PHC NWR on 6th July 2020 Ref: CR/213/4.</p>	2
9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>The approved budget for the Health Department for FY 2019/2020 under PHC NWR was shs 493,102,000 as per page 23 of the approved budget. Actual allocation for service delivery and management was shs 73,965,300 as per page 23 of the approved budget, which was equivalent to 15%.</p>	2

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

The DLG made timely warranting/verification of direct grant transfers to health facilities during FY 2019/2020 in accordance with the requirements of the budget.

In quarter one, grant for health cash limits were received by the DLG on 24th July, 2019 from PS/ST under reference MET.50/268/01, communication by CAO to health facilities was done on 30th July, 2019 under reference CR/206/1. Warranting was done on 26th July, 2019 and transfers effected as per CAO's instructions.

In quarter two, grant for health cash limits were received by the DLG on 14th October, 2019 from PS/ST under reference MET.50/268/01, communication by CAO to health facilities was done on 14th October, 2019 under reference CR/206/1. Warranting was done on 24th October, 2019 and transfers effected as per CAO's instructions.

In quarter three, grant for health cash limits were received by the DLG on 14th January, 2020 from PS/ST under reference MET.50/268/01, communication by CAO under reference CR/2016/1 to health facilities was done on 4th February, 2020. Warranting was done on 16th January, 2020 and transfers effected as per CAO's instructions.

In quarter four, health grant capitation cash limits were received by the DLG on 14th April, 2020 from PS/ST under reference MET.50/268/01, communication by CAO under reference CR/206/1 to health facilities was done on 16th April, 2020. Warranting was done on 20th April, 2020 and transfers effected as per CAO's instructions.

There were no delays of more than five days from the time of receipt of cash limits from MOFPED to warranting and release of funds to the health facilities.

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. 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 funds release in each quarter, score 2 or else score 0</p>	<p>Invoicing for quarter one was done on 13th August 2019;</p> <p>Invoicing for quarter two was done on 1st November, 2019;</p> <p>Invoicing for quarter three was done on 22nd January, 2020;</p> <p>Invoicing for quarter four was done on 23rd April, 2020</p>	2
	<p>Maximum 9 points on this performance measure</p>		<p>There were no delays experienced in invoicing and communication of PHC NWR Grant beyond five days.</p>	
9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>The 1st Quarter 20/21 expenditure limits were received on 27th July 2020 and invoiced on 13th August 2020.</p>	0
	<p>Maximum 9 points on this performance measure</p>			
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</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 no evidence that the recommendations made during the performance review meetings were followed up.</p>	0
	<p>Maximum 7 points on this performance measure</p>			
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</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>DHMT performance review meetings for 2019/20 were held as follows;</p> <ol style="list-style-type: none"> 1. For the 1st Quarter, the meeting was held on 24th September 2019. 2. For the 2nd Quarter on 23rd December 2019 3. For the 3rd Quarter on 10th February 2020 4. And for the 4th quarter on 8th May 2020. 	1
	<p>Maximum 7 points on this performance measure</p>		<p>All these meetings were attended by the CAO, IP Rhites, In-charges and the DHT among others.</p>	

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</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>The LG had no General Hospital but supervised Rwekubo HC IV, Kabuyanda HC IV, Nyamuyanja HC IV & Rugaaga HC IV according to the reports to the CAO submitted on 24th September 2020, 10th January 2020, 30th March 2020 and 14th September 2020.</p>	1
	<p>Maximum 7 points on this performance measure</p>	<p>If not applicable, provide the score</p>		
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</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>The 3 HSDs in the LG supervised lower health facilities as follows:</p> <ol style="list-style-type: none"> 1. Kabuyanda HSD supervised Nyakitunda HC III on 1st April 2020, 28th May 2020 & 28th June 2020 2. Nyamuyanja HSD supervised Nyarubungo HC III on 30th August 2019 and 19th November 2019 among others. 	1
	<p>Maximum 7 points on this performance measure</p>	<p>• If not applicable, provide the score</p>		
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</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>The DHT used results after support supervision and made recommendations for corrective action. During a meeting held on 4th May 2020 Min 4 a shortage of Midwives & Nurses at Kabuyanda & Rwekubo HC IVs. The CAO posted 2 Midwives to each health facility on 13th May 2020.</p>	1
	<p>Maximum 7 points on this performance measure</p>			
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>The LG supervised and mentored Rwekubo HC IV, Nyaburungo HC III and Nyakitunda HC III on store management, stock card usage and handling of expired medicines during the 4th Quarter 2019/20 (28th April 2020, 28th May 2020 & 5th June 2020)</p>	1
	<p>Maximum 7 points on this performance measure</p>			

11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	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	The health department budget for non-wage recurrent was shs. 493,102,000 as per page 23 of the district approved budget for FY 2019/2020. Shs. 147,930,6000 equivalent to 30% was allocated health promotion and prevention as required.	2
	Maximum 4 points on this performance measure			
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0	The DHT led health promotion, disease prevention and social mobilization activities. From report to the CAO dated 13th December 2019, pre-triggering meetings were held in the 7 parishes of Nyakitunda S/C.	1
	Maximum 4 points on this performance measure			
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	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	The DHT followed up on health promotion and disease prevention issues. According to the ODF verification report which was 30th June 2020, 235 villages were followed up and 14 villages were verified as Open Defecation free.	1
	Maximum 4 points on this performance measure			

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>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>The LG had an updated asset register which set out health facilities and the equipment available (Rwekubo HC IV BP machine, Instrument Trolley, Anaesthetic machine) (Nyarubungo HC III BP machine, Fetoscope, Weighing scale) (Nyakitunda HC III BP machine, Weighing scale, Fetoscope).</p>	1
	<p>Maximum 4 points on this performance measure</p>			
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the LG Development Plan; (ii) desk appraisal by the LG; and (iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG)): score 1 or else score 0</p>	<p>Prioritized investments were all appraised for FY 2019/20 and 2020/21:</p> <p>(i) Construction of junior staff house at Ruborogota HC III in Ruborogota sub county which was budgeted for shs. 108,499,000 as provided on page 29 of the approved budget.</p> <p>The project was captured on page 127 of the AWP and page 139 of the DDP. Actual expenditure for the project totaled shs. 100,039,553 as provided on page 23 of the fourth quarter budget performance report for FY 2019/2020.</p> <p>Desk appraisal reports dated 16th May, 2019; 12th December, 2019 and 24th January, 2020.</p> <p>(ii) Upgrading of Busheeka HC II to HC III in Endiinzi sub county. Renovation of structures, construction of placenta pit and supply of water tank at Rugaaga HC IV in Rugaaga sub county. Reference: DDP 3 page 83, AWP page 15 budgeted for shs. 102,898,000 as per page 19 of the approved budget.</p> <p>(iii) Renovation of structures, construction of placenta pit and supply of water tank at Rugaaga HC IV</p> <p>Desk appraisal reports dated 14th May, 2020 and another dated 18th July,2020.</p> <p>Desk appraisal of the projects was conducted for all the planned projects which were captured in the approved budget, AWP and the DDP. Appraisal reports were conducted by the District Engineer covering both financial years dated 12th August, 2019; 16th April, 2020 and 23rd February, 2020 respectively.</p>	1
	<p>Maximum 4 points on this performance measure</p>			

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>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>Field reports by the District Engineer was in place dated 6th May, 2019, 15th October, 2019 and 22nd July, 2020 to check on technical feasibility, environmental and social acceptability. The field report was supplemented by site meetings headed by the District Engineer.</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>Screening was carried out by then CDO and the environment officer on 19th September 2019 and basing on the inspection report dated 01st June 2020, the mitigation measures recommended were put in place and these included planting trees.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There department submitted its procurement plan to the PDU on 15th April, 2020, which was within the timely requirement of 30th April. The projects submitted include;</p> <ol style="list-style-type: none"> 1. Construction of a 5-stance latrine at Kamubeizi HCII with a 20,000-water tank at sh. 30,000,000 2. Construction of maternity ward at Ruhira HCIII a 20,000-water tank and toilet plus placenta pit at sh. 177,853,300 3. And construction of General ward male (Surgical and medical) at Rwekubo at sh. 500,000,000 among others. 	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 PP5) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>The LG Health department timely submitted on 4th March, 2020 which was in accordance to the PPDA required of submission by 30th April. The submissions included;</p> <p>Construction of Maternity General Ward, supply and installation of 2 1000 litter HDPE water tanks, construction of a placenta pit and construction of 2 stance latrines at Ruhira HC III at shs. 147,853,292</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>The project infrastructure was approved under minute number 22/01/CC/18/19 of Isingiro District Local Government Contracts Committee meeting held on 28th January, 2019</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>The Project Implementation Team for the upgrade of Bushereka HC II to HC III was appointed on 12th December 2019 and it was composed of the following.</p> <p>DHO- Tumusherure Edson</p> <p>Eng. Abenaitwe T. Asaph – District Engineer</p> <p>Mr. Mugarura Edward-DCDO</p> <p>Mr. Turibamwe Silver- Labour Officer</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the upgrade of Bushereka HC II to HC III followed standard technical designs provided by the MoH. For example the dimensions of the labour ward was 5.4m by 5.5m, which was in line with the designs.</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>The clerks of works maintained daily records and site meetings in his file. Site meetings were held on 26th August 2019, 19th September 2019, 13th November 2019, and 16th March 2020 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>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>The dates listed below are evident from site meetings held;</p> <p>24th February 2020</p> <p>16th December 2019</p> <p>28th September 2019</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>The LG held monthly site meetings chaired by CAO on 13th July 2020, 5th May 2020 and 24th April 2020 and among other personnel, these comprised of the DCDO, DHO, District Engineer, Senior Environment Officer who constituted a project implementation team</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>The payment was made in the allocated time frame of 2weeks. The contractor made a claim on 17th May 2020 and payment was made on 23rd May 2020</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>The procurement file for the upgrade of Bushereka HC II to HC III (ref. MoH- Ug IFT/WRKS/2018/2019/0001-Lot) had a complete procurement file with an evaluation report that was approved by the Contracts Committee on 3rd December 2018, minutes of the contracts committee and the contract which was signed on 28th January 2019.</p>	1

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 a complaint registered on 24th April 2020, where the people in the Kikagata Sub County were concerned about the Tanzanians who were escaping into Uganda via the Kagera river and there was likelihood these would accelerate the spread of Covid 19 in their communities. This complaint was investigated and responded in the health department which deferred the issue to the Police which in turn tightened security along the river.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>Guidelines on waste care management were issued in different Health Centres. For instance they were found in Rwekubo HC IV and these explained the segregation of different wastes in different colour coded waste bins that is sharp objects put in yellow, food items in black among others.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>The outsourced the function of transporting and disposing off its medical waste to Green Label Services Limited, a privately managed firm. There was also evidence that the firm collected the said report inform of collection forms from the different centres dated 13th May 2020.</p>	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence that the LG conducted training and created awareness in healthcare waste management. For instance there was a training report dated 25th June 2020 which was about waste care management in all health centre IVs which included Rwekubo HC IV.</p>	1

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 evidence of costed ESMPs incorporated in the BOQs. For instance planting grass, leveling the ground , PPEs for workers and establishment of a good waste management system at 600,000 shillings were all costed and incorporated in the BOQs for the construction of junior staff houses at Ruborogota HC.	2
	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 evidence showing that all health projects were implemented on land that belonged to the district. For example there was a formal consent dated 15th October 2019 and signed by the Senior Assistant Secretary of Ruborogota Sub County consenting to the district to construct a junior staff house at Kiborogota HC II	2
	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 evidence of monitoring reports for the health projects. For example a progress report for the construction of a junior staff house at Ruborogota HC III dated 1st June 2020 ascertaining compliance of the ESMPs	2
	Maximum 8 points on this performance measure			

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

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 of Environment and Social Certification for health projects. For instance there was a certification for the construction of a junior staff house at Kiborogota HCIII dated 08th June 2020.

Maximum 8 points on this performance measure

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional. If the district rural water source functionality as per the sector MIS is: o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	According to the water summary report for 2019/20, Isingiro district had a water source functionality of 97%.	2
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is: o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	According to the water and sanitation committee report for 2019/20, Isingiro district had a water and sanitation committee functionality of 86%.	1
2	Service Delivery Performance: Average score in the water and environment LLGs performance assessment <i>Maximum 8 points on this performance measure</i>	a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is a. Above 80% score 2 b. 60 -80%: 1 c. Below 60: 0 (Only applicable when LLG assessment starts)	Not applicable.	0

2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <ul style="list-style-type: none"> o If 100 % of water projects are implemented in the targeted S/Cs: Score 2 o If 80-99%: Score 1 o If below 80 %: Score 0 	<p>At the time of preparation of the annual work plan for 2019/20, the safe water coverage for Isingiro district was 37%. The sub counties below this were Endiinzi (30%), Kikagati (33%), Kashumba (30%), Mbaare (28%), Masha (24%), Ngarama (35%), Kakamba (34%) and Rushaha (13%)</p> <p>The LG planned and implemented one project, which was phase IV of Ngarama GFS. This was in Ngarama Sub County which was one of the sub counties below which represented 100% allocation.</p>	2
2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. If variations in the contract price of sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates</p> <ul style="list-style-type: none"> o If within +/-20% score 2 o If not score 0 	<p>The two water projects in water had variations as follows;</p> <ol style="list-style-type: none"> 1. The 4 stance latrine at the district had an engineer's estimate of UGX 22,922,350 and contract price of UGX 22,806,627, with a variation of + 0.5% 2. Phase IV of Ngarama water scheme had an engineer's estimate of UGX 274,540,081 and contract price of UGX 260,829,076, with a variation of + 5.0% <p>All contracts were within +/- 20% of the engineer's estimates.</p>	2
2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <ul style="list-style-type: none"> o If 100% projects completed: score 2 o If 80-99% projects completed: score 1 o If projects completed are below 80%: 0 	<p>In the financial year 2019/20, the LG water office planned to implement the following WSS projects;</p> <ol style="list-style-type: none"> 1. Phase IV of Ngarama water supply system. 2. A 5 stance drainable latrine at the district headquarters 3. Rehabilitate 9 boreholes. <p>All these planned facilities were implemented as was reported on page 6, 7 and 8 respectively of the department quarter 4 report for 2019/20</p>	2
3	<p>Achievement of Standards: The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <ul style="list-style-type: none"> o If there is an increase: score 2 o If no increase: score 0. 	<p>The functionality of water sources increased by 5% from 92% in 2018/19 to 97% in 2019/20.</p>	2

3	<p>Achievement of Standards: 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 5%: score 2</p> <p>o If increase is between 0-5%: score 1</p> <p>o If there is no increase: score 0.</p>	<p>The WSC functionality increased by 8% from 78% in 2018/19 to 86% in 2019/20.</p>	2
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Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>The production well and pump house of Ngarama water supply system, and the latrine constructed at the district headquarters was visited and were found in place as had been reported on page 6 and 7 of the quarter 4 report. (dated 15th July 2020)</p>	3
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5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p>	<p>The LG water office carried out monitoring for WSS facilities in 2019/20 as follows;</p> <p>1. Quarter one monitoring was done on 29th July, 29th August and 10th September 2019.</p> <p>2. Quarter two monitoring was done on 25th October, 7th November and 20th December 2019</p> <p>3. Quarter three monitoring was done on 7th January, 28th February and 24th March 2020</p> <p>4. and quarter four monitoring was done on 17th and 30th June 2020</p> <p>During these monitoring activities, facilities undergoing construction, those constructed in 2018/19 and other randomly sampled existing facilities were visited and assessed on functionality. Also in place were form 4 monitoring reports for all WSS in the district.</p>	2
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5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p>	<p>The LG water office submitted WSS monitoring reports in 2019/20 on 30th July 2020. This was done once in the financial year and not on a quarterly basis as was required.</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>Not applicable.</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>The District Water Officer budgeted shs. 49,130,000 for the water staff as was indicated on page 54 of the approved budget estimates for 2020/21.</p>	2
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>The District Natural Resources Officer budgeted shs. 106,796,000 for the staff in the Natural Resources department as was indicated on page 60 of the approved budget estimates for 2020/21.</p>	2

7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>The District water Officer appraised staff against the agreed performance plans in 2019/20 as follows;</p> <p>1.Nuwamanya Boaz, the Engineering Assistant was appraised on 3/8/2020</p> <p>2.Rweyeshera Dourglas, the Borehole Maintenance Technician was appraised on 3/8/2020</p> <p>3.Kobusingye Barbra, the Assistant Water officer for Community Mobilisation was appraised on 3/8/2020</p> <p>.</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>During the appraisal of water staff in 2019/20, the DWO identified groundwater modeling as a capacity gap.</p> <p>In the LG capacity assessment report for 2019/20, groundwater modeling had been captured and training of the same had been included in the LG training plan for 2020/21 in the section for water, planned for in the fourth quarter at UGX 4,000,000.</p>	3

Management, Monitoring and Supervision of Services.

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

Maximum 6 points on this performance measure

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

At the time of preparation of the annual work plan for 2020/21, the safe water coverage for Isingiro district was 45%. the sub counties with safe water coverages below this were Endiinzi (30%), Kabingo (42%), Kikagati (33%), Kashumba (30%), Masha (24%), Ngarama (39%), Kakamba (34%) and Rushaha (17%)

The water supply projects planned for 2020/21 included;

1. 3 production wells in the sub counties of Kakamba, Mbaare and Kabingo each at UGX 45,000,000

2. Kinyara GFS in Kabuyanda T/C at UGX 592,799,595

3. And extension of Ngarama water supply system at 53,113,347

Out of the total budget of UGX 780,912,942 for new water sources, UGX 98,113,347 was planned for water sources in the sub counties of Kakamba and Ngarama which were among those with safe water coverage below that of the district, representing 12.6%.

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

Maximum 6 points on this performance measure

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

An advocacy meeting was held on 14th October 2020 in which among the stakeholders involved, were representatives from the various sub counties. During this meeting, the DWO communicated the work plan for 2020/21 which included the allocated water sources to the various sub counties. For example Kabuyanda sub county had an allocation of UGX 592,799,595 for Kinyara GFS, and Kakamba, Mbaare and Kabingo sub counties had allocation of UGX 45,000,000 each for production wells among others.

9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</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>	<p>There was evidence that the LG water office monitored all WSS facilities. In place were WSS monitoring reports (Form 4 monitoring reports for existing water facilities) for all the two counties in the district for all the four quarters of 2019/20.</p>	4
	<p><i>Maximum 8 points on this performance measure</i></p>	<ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored quarterly: score 4 • If 80-99% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 		
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>The LG conducted quarterly DWSCC meetings as follows;</p> <ol style="list-style-type: none"> 1. Quarter 1 meeting was held on 11th October 2019 2. Quarter 2 meeting on 10th January 2020 3. Quarter 3 meeting was held on 30th March 2020 4. And quarter 4 meeting on 8th July 2020. <p>In these meetings, issues identified in monitoring of WSS facilities like Kyabishaho GFS which were having functionality problems, were discussed. Also the resulting functionality of water sources following monitoring was discussed and used for planning purposes.</p>	2
	<p><i>Maximum 8 points on this performance measure</i></p>			
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	<p>The water department budget breakdown was displayed on the LG notice board dated 17th July 2020. On it were water sources planned for the various sub counties including those with safe water coverage below that of the district.</p>	2
	<p><i>Maximum 8 points on this performance measure</i></p>			

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 DWO allocated UGX 3,817,036 for stakeholder coordination and UGX 14,818,000 for software activities. This resulted in an allocation of UGX 18,635,036 for mobilization out of the total NWR budget of UGX 37,045,036.</p> <p>50.3% was allocated to mobilization activities.</p>	3
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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>For Ngarama pumped water scheme, the District assigned Murema Water & Energy Cooperative Society Limited the duty of Operation and Management of the scheme on 21st August 2020. This was because of the high cost of operation it not being a Gravity Flow Scheme and as such could not be effectively managed by the community. As to this, there was no need to train water user committees.</p> <p>There also minutes of meetings held at rehabilitated boreholes during which the water user committees were given refresher training on their roles on O&M. Examples included one for Ruborogota GFS held on 18th October 2019, for Nyakabingo borehole held on 10th January 2020, and for Kamwema valley tank held on 11th November 2019 among others.</p>	3
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Investment Management

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>The LG water office had an MIS water summary report for its asset register. This was up to date with water points constructed in 2019/20 which included Ngarama catholic church PSP, Jenerose Kentaro Kigungi rainwater tank and Bwoma B zone rainwater tank among others.</p>	4
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11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>b. 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 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>Much as there was a desk appraisal report for WSS projects dated 3rd July 2020, the LG Water Office did not follow the sector guidelines which required that priority of water source allocation be given to sub counties with safe water coverage below that of the district.</p>	0
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<p>In place were applications for Kinyara GFS. For example;</p> <ol style="list-style-type: none"> 1. And that of Iryango Ward applied for GFS on 28th August 2018 2. The community of Kigarama Cell in Kabuyanda TC applied for water taps on 24th June 2020 3. That of Kinyara II also in Kabuyanda TC applied for two taps on 17th April 2019 	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>In place were detailed design reports for Kinyara GFS (dated May 2018) and for Ngarama GFS dated November 2018. These had incorporated feasibility studies which included population studies, existing water supplies and terrain analyses among others (pages 3 – 12), with environmental impact assessments on page 13 and customized designs for the said projects.</p> <p>Also in place was a field appraisal report for water sources dated 14th August 2020 .</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>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>E & S Screening was carried out on 25th August 2019, ESMPs prepared for the construction of a 4 stance latrine at the district headquarter and the mitigation measures were put in place for example planting the grass and trees were recommended in the ESMPs and also implemented.</p>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>The water department planned to implement the following WSS facilities;</p> <ol style="list-style-type: none"> 1. Construction of a 5 stance drainable pit latrine at Kabegaramire Trading centre in Kakamba sub county at UGX 30,000,000 2. 3 motorized boreholes in Kakamba, Mbaare and Kabingo sub counties each at UGX 45,000,000 3. And construction of Kinyara GFS in Kabuyanda sub county at UGX 592,799,595 among others. <p>All these projects had been incorporated in the approved procurement plan for 2020/21</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>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 contracts committee approved water and sanitation projects prior to commencement of works. For the two WSS projects, approval was as follows;</p> <ol style="list-style-type: none"> 1. The evaluation report for construction of Ngarama pipe water scheme under phase IV was approved on 2nd October 2019 under minute number 11/10/CC/19/20 and the contract was cleared by the Solicitor General on 15th November 2019. Works started on 18th November 2019. 2. The evaluation report for construction of a 4 stance latrine at the District HQ was approved by the contracts committee on 18th September 2019 under minute number 05/09/CC/19/20 and works started on 21st November 2019. 	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>Project Implementation teams for Ngarama piped water scheme (phase IV) and the four stance latrine at the district headquarters were appointed on 18th November 2019 and 25th October 2019 respectively. They both included Eng. Abenaitwe T Ashaph as the Project Manager, Mr. Twerebere Jack as the Contract Manager, Mr. Mugarura Edward as the Community Development Officer, Mr. Kamoga Abdul as the Environment Officer and Mr. Turibamwe Silver as the Labour Officer.</p>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>There was evidence that WSS projects were constructed as per standard technical designs. The production well constructed at Kyakabindi was visited and was found to be as per the designs. For example it had a submersible pump with capacity of 5.5 m3 per hour as was specified. Also the generator house had dimensions of 5.5m by 3.05 which were within design. Also the facility did not have any visible defects.</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>			
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was evidence that the relevant technical officers carried out monthly technical supervision of WSS infrastructure projects. For example for Ngarama piped water, monitoring was done on 6th January, 3rd February and 18th March among others, and for the four stance latrine, monitoring was done on 17th December, 20th January and 17th February. In all these monitoring activities, there was participation by the District Engineer, Water officer, Environment Officer and CDO.</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>		<p>On file were also minutes of a meeting held on 22nd May 2020, involving the various stakeholders of Ngarama water scheme. The main issue discussed was about land consent, following the refusal of the owner to grant the contractor access to the site. The issue was resolved and the land owner gave his written consent to the district to proceed with works.</p>	
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p>	<p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p>	<p>1. For Ngarama piped water scheme, the contract acknowledged receipt of a payment of UGX 92,331,098 on 25th June 2020, following verification and certification respectively done on 16th June and 18th June 2020</p> <p>2. For the latrine constructed at the district headquarters, the contractor acknowledged receipt of UGX 21,666,296 on 20th March 2020, following verification and certification respectively done on 17th February and 13th March 2020</p>	2
	<p><i>Maximum 14 points on this performance measure</i></p>	<p>o If 100 % contracts paid on time: Score 2 o If not score 0</p>	<p>All payments were made within 2 months of certification.</p>	

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>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>The procurement files for Ngarama pipe water scheme (phase IV) and the 4 stance latrine constructed at the LG headquarters were not availed for assessment.</p>	0
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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>Although there was a report dated 12th May 2020 of solving a conflict between land owners and the project beneficiaries of a water project, the complaint was not registered in the log of complaints.</p>	0
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14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that the DWO and Environment Officer disseminated guidelines on water source and catchment protection to CDOs. This was done in the inter sub county training of extension workers which was conducted on 25th May 2020.</p>	3
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15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>In place was water source and catchment protection plan for the different water facilities dated 30th June 2019. It included plans for mobilizing and sensitizing people to stop them from farming close to the catchment area and to constantly monitor and report on the water facilities among others.</p>	3
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15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p>For Phase IV of Ngarama pumped water scheme, there was a land agreement between a one Mutabazi Elineo, the owner of the land onto which the LG constructed the production well and pumping station at Kyakabindi south, and the district signed on 2nd June 2020.</p>	3
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15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>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:</p> <p>Score 2, If not score 0</p>	<p>In place was an environment and social certification form for Phase IV of Ngarama pumped water scheme which was signed by both the CDO and the Environment Officer on 18th May 2020, before the contractor was finally paid on 25th June 2020</p>	2
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 2, If not score 0</p>	<p>There was evidence of monitoring reports conducted by both CDO and the environment officer for example there was an environmental and social inspection report of Ngarama piped water scheme phase IV dated 6th January 2020.</p>	2

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>	Not Applicable	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 	Not Applicable	0
2	<p>Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> • Above 70%; score 4 • 60 – 69%; score 2 • Below 60%; score 0 <p>Maximum score 4</p>	Not Applicable	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>	Not Applicable	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>	Not Applicable	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>Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0</p>	Not Applicable	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>d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 	Not Applicable	0

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	<p>a) Evidence that the LG has recruited LLG extension workers as per staffing structure</p> <ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 	<p>For all the sampled sub counties Kikagate, Ngarama, and Isingiro Town Council despite the fact staff the information on staffing as indicated on the staff lists was consistent and accurate, not all positions were filled substantively as per minimum staffing standards.</p> <p>Isingiro DLG had 15 sub counties and 4 Town Councils</p> <p>There were 12 Agriculture Officers,13 Assistant Animal Husbandry Officers,06 Assistant Agriculture Officers, and 01 Assistant fisheries Officer</p> <p>The %age of LLG extension workers that are filled was 42%</p>	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	<p>b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF</p> <ul style="list-style-type: none"> • If 100% score 2 or else score 0 	Not Applicable	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	<p>b) Evidence that the installed micro-scale irrigation systems during last FY are functional</p> <ul style="list-style-type: none"> • If 100% are functional score 2 or else score 0 	Not Applicable	0

Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>For all the sampled sub counties of Kikagate, Ngarama, and Isingiro Town Council, despite the fact staff the information on staffing as indicated on the staff lists was consistent and accurate, not all positions were filled substantively as per minimum staffing standards</p>	2
5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p>	<p>Not Applicable</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>Not Applicable</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0</p>	<p>Not Applicable</p>	0

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0</p>	Not Applicable	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>d) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0</p>	Not Applicable	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0</p>	Not Applicable	0

Human Resource Management and Development

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0</p>	Not Applicable	0
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p>	<p>ii Deployed extension workers as per guidelines score 1 or else 0</p>	<p>Not Applicable</p>	<p>0</p>
<p>Maximum score 6</p>				
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p>	<p>b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0</p>	<p>For all the sampled sub counties of Ngarama, Kikagate and Isingiro Town Council, despite the fact staff the information on staffing as indicated on the staff lists was consistent and accurate, not all positions were filled substantively as per minimum staffing standards</p>	<p>2</p>
<p>Maximum score 6</p>				
<p>From the staff list obtained from the Human Resource Office dated 1st July 2020, it was established that extension workers were working in LLGS where they were deployed</p>				
<p>For example Musimenta Angella Agriculture Officer was working in Isingiro Town Council where she was deployed</p>				
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p>	<p>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</p>	<p>There was evidence that the Extension workers were working in the LLGs they were deployed in as per deployment list obtained from Human Resource's office staff list dated 1st July 2020</p>	<p>2</p>
<p>Maximum score 6</p>				
<p>In all the sampled LLGS (Ngarama, Kikagate and Isingiro Town Council) extension workers deployed was displayed on public notice boards.</p>				

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>From the personnel files, it was established that the annual performance appraisal of all Extension workers had been conducted</p> <p>For Example</p> <p>1.Ssemujju Abduwahab Agriculture Officer of Kashumba Sub county was appraised on 30th June 2020</p> <p>2.Kigale Emmanuel Assistant Agriculture Officer Rugaaga Sub county was appraised on 30th June 2020</p> <p>3.Andrew Owamazima Animal Husbandry Officer of Ngarama sub county was appraise on 30th June 2020</p>	1
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>There was a mentoring on performance appraisal in the meeting for all Extension workers held on 31st July 2020</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>b) Evidence that:</p> <p>i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0</p>	<p>Not Applicable</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>ii Evidence that training activities were documented in the training database: Score 1 or else 0</p>	<p>Not Applicable</p>	0

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0</p>	Not Applicable	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	Not Applicable	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	Not Applicable	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	Not Applicable	0

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

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	Not Applicable	0
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11	<p>Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.</p> <p>Maximum score 4</p>	<p>a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0</p>	Not Applicable	0
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11	<p>Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.</p> <p>Maximum score 4</p>	<p>b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0</p>	Not Applicable	0
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Investment Management

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p>	Not Applicable	0
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12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	Not Applicable	0
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12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	Not Applicable	0
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	Not Applicable	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	Not Applicable	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	Not Applicable	0
13	<p>Procurement, contract management/execution: The LG procure and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	Not Applicable	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 was approved by the Contracts Committee: Score 1 or else 0	Not Applicable	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	Not Applicable	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	Not Applicable	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 Agricultural Engineer or Contracted staff): Score 2 or else 0	Not Applicable	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	Not Applicable	0

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

Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	Not applicable.	0
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14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iv. Reported on in line with LG grievance redress framework score 1 or else 0	Not applicable.	0

Environment and Social Requirements

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

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>Evidence that the LG has recruited or requested for secondment of staff for all critical positions in the District Production Office responsible for micro-scale irrigation</p> <p>Maximum score is 70</p>	<p>If the LG has recruited the Senior Agriculture Engineer score 70 or else 0.</p>	<p>The position of Senior Agriculture Engineer was not substantively filled</p> <p>However, the LG had formally requested for secondment of staff as per letter dated 23rd December 2019 that was received by the Ministry of Agriculture on 6th January 2020.</p>	70
Environment and Social Requirements				
2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p>Maximum score is 30</p>	<p>If the LG:</p> <p>a. Carried out Environmental, Social and Climate Change screening, score 15 or else 0.</p>	Not applicable.	0
2	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p>Maximum score is 30</p>	<p>b. Carried out Social Impact Assessments (ESIAs) where required, score 15 or else 0.</p>	Not applicable.	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	If the LG has recruited: a. 1 Civil Engineer (Water), score 15 or else 0.	The position of Civil Engineer (Water) was substantively filled. Twerebere Jack was appointed on 2nd July 2018 under DSC Min 3025/6/2018:1	15
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The position of Assistant Water Officer for mobilization was not substantively filled. However the LG had formally requested for secondment of staff as per the letter date 23rd December 2019 that was received by ministry of Water and Environment on 2nd January 2020	10
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The position of Borehole Maintenance Technician was substantively filled. Rweyeshera Douglas was appointed on 7th March 2008 under DSC Min No 55/9/2007(a)	10
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	d. 1 Natural Resources Officer , score 15 or else 0.	The position of Natural Resources Officer was not substantively filled. However the LG had formally requested for secondment of staff as per the letter date 23rd December 2019 that was received by ministry of Water and Environment on 2nd January 2020.	15
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	e. 1 Environment Officer, score 10 or else 0.	The position of Environment Officer was substantively filled. Kamoga Abdu was appointed on 9th January 2018 under DSC Min No 20141/12/2017.	10

1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	f. Forestry Officer, score 10 or else 0.	The position of Forestry Officer was not substantively filled. However the LG had formally requested for secondment of staff as per the letter date 13th November 2019 that was received by ministry of Water and Environment on 19th November 2020	10
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Environment and Social Requirements

2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	There was evidence that environment, social and climate change screening was carried out for projects in the water sector. For example in place was a screening report for Ngarama piped water scheme which was endorsed by the CDO and the Environment Officer on 25th August 2019.	10
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	There were no ESIAs required to be carried out	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 contractors got abstraction permits issued by DWRM, score 10 or else 0.	There was no evidence provided for assessment.	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions. Applicable to Districts only. Maximum score is 70	If the LG has substantively recruited or formally requested for secondment of: a. District Health Officer, score 10 or else 0.	The position of District health Officer was substantively filled. Dr. Edson Tumusherure was appointed on 12th September 2012 under DSC Min No 619/09/12;1	10
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions. Applicable to Districts only. Maximum score is 70	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0	The position of Assistant District Health Officer Maternal Child and Nursing was not substantively filled. However, the LG had formally requested for secondment as per letter dated 16th December 2019 that was received by Ministry of Health on 16th December 2019.	10
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions. Applicable to Districts only. Maximum score is 70	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	The position of Assistant District Health Officer Environment was not substantively filled. However, the LG had formally requested for secondment as per letter dated 16th December 2019 that was received by Ministry of Health on 16th December 2019.	10
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions. Applicable to Districts only. Maximum score is 70	d. Principal Health Inspector (Senior Environment Officer) , score 10 or else 0.	The position of Senior Environment Officer was not substantively filled. However, the LG had formally requested for secondment as per letter dated 16th December 2019 that was received by Ministry of Health on 16th December 2019.	10

1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>The position of Senior Health Educator was not substantively filled. However, the LG had formally requested for secondment as per letter dated 16th December 2019 that was received by Ministry of Health on 16th December 2019.</p>	10
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>The position of Senior Health Educator was not substantively filled. However, the LG had formally requested for secondment as per letter dated 16th December 2019 that was received by Ministry of Health on 16th December 2019.</p>	10
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>The position of District Cold Chain Technicians not substantively filled. However, the LG had formally requested for secondment as per letter dated 16th December 2019 that was received by Ministry of Health on 16th December 2019.</p>	10
1	<p>Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. If the MC has in place or formally requested for secondment of Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>		
1	<p>Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. If the MC has in place or formally requested for secondment of Principal Health Inspector, score 20 or else 0.</p>		

1 Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.

Applicable to MCs only.

Maximum score is 70

j. If the MC has in place or formally requested for secondment of Health Educator, score 20 or else 0.

Environment and Social Requirements

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

If the LG carried out:

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

There was evidence of environmental, social and climate change screening for projects implemented in the health sector. For example in place was a screen report for the construction of a Junior Staff House at Roborogota HC II which was signed by both the Environment Officer and CDO on 19th August 2019.

Maximum score is 30

15

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

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

There was no project that required preparation of ESIAs.

Maximum score is 30

15

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>Evidence that the LG has substantively recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Education Office namely:</p> <p><i>The maximum score is 70</i></p>	<p>If the LG has substantively recruited or formally requested for secondment of:</p> <p>a) District Education Officer/ Principal Education Officer, score 30 or else 0.</p>	<p>The position of District Education Officer was not substantively filled. However, the LG formally requested for secondment of staff as per letter dated 23rd December 2019 that was received on 23rd December 2019 by the Ministry of Education and Sports.</p>	30
1	<p>Evidence that the LG has substantively recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Education Office namely:</p> <p><i>The maximum score is 70</i></p>	<p>If the LG has substantively recruited or formally requested for secondment of:</p> <p>b) All District/Municipal Inspector of Schools, score 40 or else 0.</p>	<p>Amanyire Deogratias Senior Inspector of Schools was appointed on 8th May 2014 under DSC Min No 743/5/2014(e)(l)</p> <p>Yesigyemukama Charles Inspector of Schools was appointed on 25th February 2015 under DSC Minute No 774/02/2015(e)</p>	40
Environment and Social Requirements				
2	<p>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)</p> <p><i>The Maximum score is 30</i></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 of environmental, social and climate change screening for projects implemented in the education sector. For example in place was a screen report for the construction of a classroom block at Kabugu Primary School which was endorsed by both the CDO and Environment Officer on 31st July 2019 before works commenced on 20th November 2019.</p>	15

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

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

There was no project that required preparation of ESIAs

The Maximum score is 30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	According to the approved staff structure by MoPS dated 2nd November, 2017 Ref (ARC/135/306/1), the position of Chief Finance Officer was substantively filled. Byagageire Innocent was appointed into this position on 28th June 2016 under District Service Commission Minute No DSC 896/06/2016 (d) ref.CR/153/1	3
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	The position of District Planner was substantively filled. Besiga Stephen was appointed into this position on 7th December 2017 under District Service Commission Minute No DSC 2025/11/2017 (I) ref.CR/160/1.	3
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	The position of District Engineer was substantively filled. Abeneitwe Turyamureba Asaph was appointed into it on 25th August 2016 under District Service Commission Minute No DSC 934/08/2016 (a)(I) ref.CR/156/2.	3
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The position of District Natural Resources Officer was not substantively filled. However, on 23rd December, 2019 through letter CR/156/1, the CAO requested the Permanent Secretary Ministry of Water and Environment for the secondment to substantive appointment of the Acting District Natural Resources Officer to Salary Scale U1E Upper. The letter to Ministry of water and Environment and copied to MoFPED was received by the Registry on 2nd January, 2020 and MoFPED on the same day.	3

1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	The position of District Production Officer was substantively filled. Karugaba Aloysius was appointed into it on 20th February 2018 under District Service Commission Minute No DSC 2067/2/2018 (a)(l).	3
Maximum score is 37.				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	f. District Community Development Officer/ Principal CDO, score 3 or else 0	The position of District Community Development Officer was substantively filled. Mugarura Edward was appointed into it on 24th July 2015 under District Service Commission Minute No DSC 808/07/2015 (d)(l).	3
Maximum score is 37.				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	The position of District Commercial Officer was substantively filled. Musinguzi Patrick Danny was appointed in it on 13th June 2018 under District Service Commission Minute No DSC 3027/5/2018 ;1.	3
Maximum score is 37.				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	other critical staff h (i). A Senior Procurement Officer (Municipal: Procurement Officer) score 2 or else 0.	The position of Senior Procurement Officer was substantively filled. Kamwine Frank was appointed in it on 23rd September 2018 under District Service Commission Minute No DSC 30/9/5/2018.	2
Maximum score is 37.				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	h(ii). Procurement Officer (Municipal Assistant Procurement Officer), score 2 or else 0	The position of Procurement Officer was substantively filled. Nareba Sylvia was appointed in it on 4th December 2018 under District Service Commission Minute No DSC 3068/11/2018(b) 1.	2
Maximum score is 37.				

1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	The position of Principal Human Resource Officer was substantively filled. Mwebaze Andrew Kaletwa was appointed in it on 5th April 2019 under District Service Commission Minute No DSC 3103/3/2019(a) 1.	2
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	The position of Senior Environment Officer was substantively filled. Bwengye Emmanuel was appointed into it on 9th May 2018 under District Service Commission Minute No DSC 3005/3/2018.	2
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer, score 2 or else 0	The position of Senior Land Management Officer was not substantively filled.	0
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	The position of Senior Accountant was substantively filled. Tumuhimbise Chris was appointed on 10th August 2020 under DSC Min No 3262/8/2020(a) I	2
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor for Districts and Senior Internal Auditor for MCs, score 2 or else 0	The position of Principal Internal Auditor was substantively filled. Mwesigye Andrew Kagirita was appointed on 25th February 2015 under District Service Commission Minute No DSC 774/02/2015;(b).	2

2	Evidence that the LG has recruited or formally requested for secondment of staff for all essential positions in every LLG Maximum score is 15	If LG has recruited or requested for secondment of: c. A Senior Accounts Assistant or an Accounts Assistant in all LLGS, score 5 or else 0.	All LLGs had positions of Senior Accounts Assistant substantively filled. Some of the Staff substantively included; 1. Tumuramye Justine (Senior Accounts Assistant) Ruborogota sub county, appointed on 6th December 2018 under DSC Min No 3072/11/2018(f)1 2, Barigye Gervase (Treasurer) Endiizi Town Council, appointed on 23rd May 2018 under DSC Min no 3024/5/2018.	5
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Environment and Social Requirements

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY. Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to: a. Natural Resources department, score 2 or else 0	Isingiro DLG budgeted shs 128,534,269 for the Natural Resources Department as detailed on page 09 in the district financial statements for FY 2019/2020. MOFPED warranted shs 123,367,269. The total expenditure for the department was shs 123,273,444 as per page 09 of the financial statements mentioned above. Computation: $(123,273,444 / 128,534,269) \times 100 = 96$ This was equivalent to 96% performance. Not all funds as warranted for implementation of environmental and social safeguards were released to the department and spent as required (100%).	0
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY. Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to: b. Community Based Services department. score 2 or else 0.	The Community Based Services department budgeted for shs 148,672,000 as provided on page 09 of the District financial statements for FY 2019/2020. The MOFPED warranted shs 133,869,000. The actual expenditure for the year amounted to shs 132,901,000 per page 26 of the 4th Quarter Budget Performance Report for FY 2019/2020. Computation: $(132,901,000 / 148,672,000) \times 100 = 90\%$ This was equivalent to 90% performance and therefore not all funds as warranted for implementation of environmental and social safeguards were released and spent by the department.	0

4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0</p>	<p>There was evidence of environment, social and climate change screening for DDEG funded projects. For example in place was a screening report for the construction of a Junior Staff House at Ruborogota HC III which was endorsed by both the CDO and Environment Officer on 19th August 2019.</p>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG), score 4 or 0</p>	<p>There was no project that required preparation of ESIAs.</p>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);; score 4 or 0</p>	<p>There was evidence of costed ESMPs for the construction junior staff house at Ruborogota HC II, for instance ensuring a good waste care management system was costed at 600,000 shillings.</p>	0

Financial management and reporting

5	<p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p>	<p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p>	<p>Awaits OAG Report for FY 2019/2020 in January, 2021</p>	0
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 CAO responded to PS/ST in respect to four queries that were raised by the OAG for the financial year 2018/19 through a letter dated 14th February 2020. All queries were cleared. CAO's letter was ref.CR/210/38 which was responding to PS/ST's letter dated 28th January 2020 under ref.11A/5/260/01. MoFPED acknowledged CAO's letter on 17th February 2020 which was within the prescribed time frame. CAO's letter was copied to LG PAC, IAG, IGG, MoLG, Accountant General and DIA</p> <p>As for the IAG, the CAO responded to the seventeen queries that were raised in FY 2018/2019 through a letter dated 13th December, 2019 under reference CR/251/1 and copied to IAG, RDC and MoFPED. The MoFPED acknowledged receipt of the CAO's letter on 23rd December, 2019. All queries raised by the OAG were attended to and cleared.</p>	10
7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p>	<p>The DLG submitted an Annual Performance Contract on 2nd June, 2020 by the Programme Budget System.</p>	4
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>The DLG submitted the Annual Performance Report for FY 2019/2020 on 16th July, 2020 within the prescribed time frame.</p>	4

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.

The DLG submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY 2019/2020 by August 31 of the current Financial Year as follows:

1st Quarter on 06/12/2019;

2nd Quarter on 05/02/2020;

3rd Quarter on 06/05/2020;

4th Quarter on 16/07/2020.