



Local Government Performance Assessment

Isingiro District

(Vote Code: 560)

Assessment	Scores
Accountability Requirements	100%
Crosscutting Performance Measures	81%
Educational Performance Measures	62%
Health Performance Measures	71%
Water Performance Measures	80%
Crosscutting Minimum Conditions	0%
Education Minimum Conditions	0%
Health Minimum Conditions	0%
Water Minimum Conditions	0%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	The LG submitted the Annual Performance Contract on 23rd July 2019 and was received by MoFPED on <u>31st July 2019</u> . The submission was within the extended deadline of 31st August 2019	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	The LG submitted a Budget for the forthcoming FY (2019/2020) on 23rd July 2019 and was received by MoFPED on the same date. The Budget contained a LG Procurement and Disposal Plan For FY 2019/2020	Yes
Reporting: submission of annual and quarterly budget performance reports			

LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)

From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:

- If LG submitted report to MoFPED in time, then it is compliant
- If LG submitted late or did not submit, then it is not compliant

The LG submitted the Annual Performance Report for the previous FY 2018/2019 on **31st July 2019** and was received by MoFPED on the same date

Yes

LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).

From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:

- If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available).
- If LG submitted late or did not submit at all, then it is not compliant.

Submission of the quarterly budget performance reports during FY 2018/2019 was as follows;

1. Quarter 01 was submitted on 19th November 2018
2. Quarter 02 was submitted on 31st January 2019
3. Quarter 03 was submitted on 30th April 2019
4. Quarter 04 was submitted on 31st July 2019

Yes

Audit

The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.

From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",

Check:

- If LG submitted a 'Response' (and

The Isingiro District Local Government provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General's findings for FY 2017/2018 as detailed below:

The PS/ST communicated to the CAO vide letter dated 21st November, 2018 under reference IIA 50/260/01 in respect of five queries which were raised by the Internal Auditor General relating to FY 2017/2018. The letter was copied to: OAG, IGG, Accountant

Yes

provide details), then it is compliant	General, IAG, PS MoLG and District head of Internal Audit. The CAO's response to the PS/ST was done through letter dated 10th April, 2019 under reference CR/252/1 regarding the five queries. The IAG received copy of the CAO's letter on 31st May, 2019
<ul style="list-style-type: none"> If LG did not submit a 'response', then it is non-compliant 	
<ul style="list-style-type: none"> If there is a response for all –LG is compliant 	All the queries were followed up, addressed and accordingly cleared. Details of queries were as provided below:
<ul style="list-style-type: none"> If there are partial or not all issues responded to – LG is not compliant. 	<ul style="list-style-type: none"> (a) Lack of functional HUMC; (b) Irregularities in preparation of budget for Kyeirumba Moslem School in Isingiro Town Council; (c) Lack of maintenance work plan and budget for Kishaye Primary School in Isingiro Town Council; (d) Lack of up dated Revenue Register by Isingiro Town Council; (e) Failure to remit 65% shs 2,175,870 to LLGs by Isingiro Town Council.
	Total number of queries raised
	Total number of queries cleared
	Total number of queries pending
	5 5 0
	<p>The OAG raised six queries for FY 2017/2018 all of which were followed up, addressed and cleared. The PS/ST communicated to the CAO in respect of the queries through letter dated 3rd March, 2019 under reference IIA 50/260/01. The letter was copied to Hon. Minister of Finance Planning and Economic Development, Head of Public Service and Secretary to Cabinet, PS MoLG, Accountant General in MoFPED and IAG.</p> <p>The CAO responded to the PS/ST through letter dated 6th March, 2019 under reference CR/252/1 and received by MoFPED, IAG, MoLG, OAG and Accountant General on 21st March, 2019. The letter was also copied to Hon. Minister of Finance Planning and Economic Development, PS MoLG, Accountant General in MoFPED, OAG, IAG, and the Principal Internal Auditor of the district.</p> <p>Examples of the queries raised included among others the under listed:</p> <ul style="list-style-type: none"> (a) Unaccounted funds; (b) Low collections of local revenue by sub counties; (c) Lack of land titles in respect of land owned by the DLG and sub counties;

The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.

(d) Unlicensed activities on the natural resources.

Total number of queries raised Total number of queries cleared Total number of queries pending

6 6 0

The DLG got Unqualified OAG Opinion in respect of the audited financial statements for FY 2017/2018.

According to the Auditor General's report of December 2019, the audit opinion for the financial statements of Isingiro LG for the Financial Year ended 30th June 2019 was Unqualified.

Yes

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			0
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>The Physical Planning Committee was fully constituted as per Part III (9) of the Physical Planning Act, 2010 with 16 members constituted on a letter dated on 20th August 2018, ref: CR/214/22 as follows:</p> <ol style="list-style-type: none"> 1. Asiimwe Alice, CAO (Chairperson) 2. Mukalazi Dickson, Physical Planner (Secretary) 3. Kalanzi Emmanuel, Isingiro Town Clerk 4. Namirimo Lillian Endirizi Town Clerk 5. Ahimbisibwe Moses Ag. TC Kabuyanda 6. Nuweigaba J.Patrick, D.CAO 7. Tumwesigye Patrick, District Agric. Officer 8. Nkuba Godfrey, Ag. DEO 9. Abeinatwe Asaph, District Engineer 10. Tumusherure Edson DHO 11. Kamoga Abdul, Environment Officer 12. Bwengye Emmanuel, Ag.District Natural Resource Officer 13. Ninsiima Willis, Ag. Town Clerk, Kikagata 14. Tubeabwe Sebastian, Ag. Town Clerk, Bugango TC 15. Twebembere Jack, District Water Officer 16. Mugarura Edward, District Community Development Officer <p>The Committee was functional during the FY 2018/2019 evidenced by the following: (Examples)</p> <p>There was a meeting held on 10th December 2018, attended by 20 people. Under <u>Min. DPPC/02/2018/06</u>, 10 building plan applications were discussed and out of these, 02 were approved and 02 were deferred. Those approved included; Construction of theatre administration block at Rugaaga, Construction of slaughter slab at Kaberebere, Construction of Nakivaale vocational training institute, Construction of Ngarama piped water system, Construction of Teachers staff quarter at Kiyenje, Classroom construction at Kemepera P/S in Kayonza and 03 private land applications.</p> <p>The PPC held a meeting on 24th January 2019 that was attended by 17 people. During this meeting, under <u>min. DPPC/03/2019/03</u>, it was recommended that each LLG appoints members of the PPC at that level. Also that the Physical Planner visits Kabuyanda Town Council to provide technical guidance and support. In this meeting, appointment letters were given to Committee members i.e. Town Clerks of Bugango and Ruhira Town Councils.</p> <p>Under <u>min. DPPC/03/2019/04</u>, six applications were discussed and approved, i.e. Construction of a placenta pit and water tank at Rugaaga HC IV, Upgrade of Busheeka HC II. Others for individuals included; American refuge committee in Nakivaale, multipurpose science block at St. Mary's Rushoroza vocational, Endiinzi Nyabondo water supply scheme and 01 from Ruborogota Secondary school that was not approved.</p> <p>Another meeting was held on 2nd May 2019 and was attended by 18 members. Under <u>min. DPPC/04/2019/03</u>, members advised the Physical Planner to do a comprehensive plan to cater for the needs of the community. Under <u>Min. DPPC/04/2019/04</u>, members were taken through the hierarchy of institutions in physical planning.</p>	

The meeting held on **28th June 2019** discussed the approval of a PPC at the lower levels. Under min. no. DP/PC/02/2019/05, members to the Lower level committee were agreed upon. These included; Sub-county Chiefs, Health Assistants, Agricultural Officers, Community Development Officers, all Parish Chiefs and the Physical Planner. Under Min. no. DP/PC/02/2019/06, 4 Development plans were discussed and 02 approved. These were; ATC Uganda at Kashumba and Medical Teams International Rwekubo Health Center.

The current Physical Development Plan was still in draft form.

The building plans register was in place but turnaround time could not be ascertained because there was no evidence that plans were actually received. It only showed application for plans.

All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans

• Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1.

4 sets of minutes of the Physical Planning Committee were submitted to MoLHUD as follows:

1. Minutes of 10th December 2018 meeting were submitted on 4th October 2019
2. Minutes of 24th January 2019 meeting were submitted on 30th September 2019
3. Minutes of 2nd May 2019 meeting were submitted on 30th September 2019
4. Minutes of 28th June 2019 meeting were submitted on 30th September 2019

Maximum 4 points for this performance measure.

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>The DLG did not have a Physical Development Plan so it was not possible to ascertain consistency with infrastructure developments.</p>
<p>Maximum 4 points for this performance measure.</p>		

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>The Action Area plan for FY 2018/2019 had not been prepared by the DLG at the time of assessment.</p>
<p>Maximum 4 points for this performance measure.</p>		

The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles

Maximum 5 points on this performance measure.

- Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.

Priorities in AWP for FY 2019/2020 were not based on outcomes of the budget conference held on **4th November 2018**.

Priorities in the AWP included;

Health;

- (a) Staff house construction of Busheeka HC II, Kabuyanda HC IV and Ruborogota HC III on P. 127
- (b) Construction of junior staff houses at Rwakakwenda HC II on P. 127
- (c) Maternity ward construction at Kakamba HC III, Busheeka HC III, Nshororo HC III, Kashumba HC III & Ruhiira HC III on P. 127
- (d) Renovation of wards at Ngarama HC III on P. 127

Education:

- (a) Classroom construction with 3 seater twin desks at Rugaaga S/C, Ruborogota S/C and Kabuyanda S/C on P. 137
- (b) 2 classroom blocks and Laboratory and staff house constructed at Ruborogota Seed school on P. 143

Under water;

- a) Seven Rain Water harvesting tanks installed in Rugaaga S/C, Masha S/C, Ngarama S/C, Kikagate S/C & Kabuyanda S/C on P. 197
- b) 3 Motor cycles procured at the District headquarters on P. 197
- c) Construction of Ngarama GFS Phase IV, Kahenda GFS & Kinyara GFS on P. 203

Under Roads on P. 164;

- (a) Manual maintenance of 540 Kms of District roads
- (b) Mechanized maintenance of 51 Kms of roads
- (c) Periodic maintenance of 63.8 Kms of roads
- (d) Construction of 29 lines of culverts at Nsiika – Kumutuuma road

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>There was only one capital investment in the approved Annual Work Plan for the FY 2019/2020 derived from the approved Five-Year Development Plan 2015/2016 – 2019/2020 i.e.construction of a maternity ward at Kyabinunga HC II on P. 138 of the DDP and P. 127 of the AWP.</p> <p>These below were capital investments in the AWP but not traceable in the DDP.</p> <p>Under health, there was the construction of a maternity ward Ruhiira HC III on P. 127 of the AWP.</p> <p>Under Education;</p> <p>a) Construction of two classrooms with furniture at Kabugo P/S in Kabuyanda Sub- county, Katooma P/s in Rugaaga Sub-county, Karama P/S in Ruborogota Sub –county, Kemengo P/S in Rugaaga Sub-county, was not in the DDP but in the AWP on P. 137</p> <p>b) Construction of 4 classrooms at Ngoma P/S in Nyakitunda sub-county,Kayonza P/S in Nyamuyanja Sub-county, Kempara P/S in Mbaaresub-county not in the DDP but in AWP on P.137</p> <p>c) Construction of a 3 classroom block with attached office at Kankingi P/S in Kashumba Sub-county not in the DDP but in AWP on P. 137</p>
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The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year

development plan, are based on discussions in annual reviews and

budget conferences and

have project profiles

Maximum 5 points on this performance measure.

• Project profiles have been developed and discussed by TPC for all investments in the

AWP as per LG Planning guideline: score 2.

Project profiles had been developed as per LG Planning guidelines for investments in the AWP and discussed in the TPC meeting that was held on **4th March 2019** under [MIN:09/03/2019](#)

Examples of profiles developed included;

Under Health: Construction of a maternity ward at Kyabinunga HC II

Under Education:

a) Construction of 2 classrooms with 36 three seater twin desks at Kabugu P/S, Karma P/S, Biharwe P/S, & Rwamwijuka P/S

b) Construction of junior staff houses at Saano P/S & Byaruha P/S

Under Roads:

a) Routine manual maintenance of 344 Kms district roads in all 14 sub-counties

b) Routine mechanized maintenance of district roads in all 14 sub-counties

c) periodic maintenance of district roads, Kyera – Kibona – Kitoha 16.8KMs

Under Administration:

a) Procurement of furniture and fittings for the District Council hall

b) Construction of a fence and District ceremonial grounds

Under Water:

a) Construction of GFS at Kyakabindi, Ngarama S/C

b) Rehabilitation of bore Holes

c) Construction of dam / Valley tanks at Nyamarungi, Mbaare

d) Construction of shallow wells at Rugaaga, Endinzi & Ngarama

Annual statistical abstract developed and applied

Maximum 1 point on this performance measure

• Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1.

The Annual Statistical Abstract had been compiled and discussed in a TPC meeting held on **26th April 2019**, under [Min. 07/04/2019](#). This was used to guide the planning process and especially in the allocation of resources depending on service delivery gaps.

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

• Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2

All Infrastructure projects implemented by the LG in the previous FY 2018/2019 were derived from the Annual Work Plan and Budget approved by the LG Council under Minute 6/5/18/19/FC of 30th May 2019. These were;

1. Health center construction and rehabilitation was found on P.68 of the AWP and on P.44 of the approved budget
2. Classroom construction and rehabilitation was found on P.72 of the AWP and on P.59 of the approved budget
3. Staff house construction and rehabilitation was found on P.72 of the AWP and on P.59 of the approved budget
4. Construction of a seed school at St. Mary's Ruborogota was found on P.73 of the AWP and on P.65 of the approved budget
5. Community Access Roads maintenance was found on P.82 of the AWP and on P.69 of the approved budget
6. Urban unpaved roads maintenance was found on P.82 of the AWP and on P.77 of the approved budget
7. Rural roads construction and rehabilitation was found on P.85 of the AWP and on P.78 of the approved budget
8. Bottlenecks clearance on community roads was found on P.83 of the AWP and on P.77 of the approved budget
9. Rehabilitation of the District Headquarters was found on P.89 of the AWP and on P.80 of the approved budget
10. Procurement of water tanks at Rugaaga, Birere, Masha, Ngarama, Kikagati and Kabuyanda sub-counties was found on P.93 of the AWP and on P.83 of the approved budget
11. Construction of piped water system at Ngarama Phase III was found on P.95 of the AWP and on P.111 of the approved budget
12. Bore hole drilling and rehabilitation was found on P.95 of the AWP and on P.84 of the approved budget
13. Construction of public latrines in RGC's was found on P.94 of the AWP and on P.84 of the approved budget

Investment activities in the previous FY were implemented as per AWP.

• Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.

Maximum 6 points on this performance measure.

- o 100%: score 4
- o 80-99%: score 2
- o Below 80%: 0

All projects implemented in the previous FY were completed as per work plan by end for FY as follows;

1. Health center construction and rehabilitation of several health units was completed as per work plan by end of FY 2018/19
2. Classroom construction and rehabilitation of Kemengo Cope, Kankiingi, Kempara, St. Johns's Biharwe, Kabugu, Rwabyemera, Kayonza, Ngoma, Kayonza Cope, Butenga and Karma II Primary schools was completed as per work plan by end of FY 2018/19
3. Staff house construction and rehabilitation at Nyabubaare and Kiyenje Primary schools was completed as per work plan by end of FY 2018/19
4. Construction of a seed school at St. Mary's Ruborogota was completed as per work plan by end of FY 2018/19
5. Community Access Roads maintenance was completed as per work plan by end of FY 2018/19
6. Urban unpaved roads maintenance was completed as per work plan by end of FY 2018/19
7. Rural roads construction and rehabilitation was completed as per work plan by end of FY 2018/19
8. Bottlenecks clearance on community roads was completed as per work plan by end of FY 2018/19
9. Rehabilitation of the District Headquarters was completed as per work plan by end of FY 2018/19
10. Procurement of water tanks at Rugaaga, Birere, Masha, Ngarama, Kikagati and Kabuyanda sub -counties was completed as per work plan by end of FY 2018/19
11. Construction of piped water system at Ngarama Phase III was completed as per work plan by end of FY 2018/19
12. Bore hole drilling and rehabilitation was completed as per work plan by end of FY 2018/19
13. Construction of public latrines in RGC's was completed as per work plan by end of FY 2018/19

The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

- Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2

Maximum 4 points on this Performance Measure.

Investment projects in the previous FY were completed by only **80%** of the approved budget as seen below;

1. Health centers construction and rehabilitation was budgeted at UGX. 824,275,000 and actual expenditure was UGX. 689,465,000
2. Classrooms construction and rehabilitation was budgeted at UGX. 1,436,676,000 and actual expenditure was UGX. 600,464,000
3. Teacher houses construction and rehabilitation was budgeted at UGX. 194,235,000 and actual expenditure was UGX. 214,703,000
4. Construction of a seed school at St. Mary's Ruborogota was budgeted at UGX. 250,000,000 and actual expenditure was UGX. 227,167,000
5. Community Access Roads maintenance was budgeted at UGX. 821,799,000 and actual expenditure was UGX. 792,540,000
6. Urban unpaved roads maintenance was budgeted at UGX. 578,209,000 and actual expenditure was UGX. 578,106,000
7. Rural roads construction and rehabilitation was budgeted at UGX. 150,192,000 and actual expenditure was UGX. 150,076,000
8. Bottlenecks clearance on community roads was budgeted at UGX. 196,326,000 and actual expenditure was UGX. 196,326,000
9. Rehabilitation of the District Headquarters was budgeted at UGX. 21,580,000 and actual expenditure was UGX. 21,580,000
10. Procurement of 3 motor cycles for water department & 7 water tanks at Rugaaga, Birere, Masha, Ngarama, Kikagati and Kabuyanda was budgeted at UGX. 161,349,000 and actual expenditure was UGX. 161,175,000
11. Construction of piped water system at Ngarama Phase III was budgeted at UGX. 352,026,000 and actual expenditure was UGX. 352,003,000
12. Bore hole drilling and rehabilitation was budgeted at UGX. 28,467,000 and actual expenditure was UGX. 28,887,000
13. Construction of public latrines in RGC's was budgeted at UGX. 2,760,000 and actual expenditure was UGX. 2,760,000

Total budgeted amount was UGX. 5,017,894,000 yet actual expenditure was UGX. 4,015,252,000

Percentage = $4,015,252,000 / 5,017,894,000 \times 100 = 80\%$

The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

- Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2

The LG O & M budget for infrastructure was utilized up to **112%** as shown below;

- a) District Road equipment and machinery repaired needed UGX. 20,000,000 however UGX. 40,520,000 was utilized
- b) Repair and maintenance of District HQs needed UGX. 21,580,000 and UGX. 21,580,000 was spent
- c) Health Center rehabilitation needed UGX. 126,499,000 and UGX. 126,499,000 was spent.

Maximum 4 points on this Performance Measure.

Total budget for O & M was UGX. 168,079,000 yet actual amount utilized was UGX. 188,599,000

Percentage = $188,599,000 / 168,079,000 \times 100 = 112\%$

Human Resource Management

LG has substantively recruited and appraised all Heads of Departments

- Evidence that the LG has filled all HoDs positions substantively: score 3

Maximum 5 points on this Performance Measure

There were 11 HoD positions as per the Approved Structure ref ARC 135/306/01 dated on 2nd November 2017. Nine (9) HoD positions were filled substantively but there was evidence that the LG had tried advertising for the positions not filled but had failed to attract. Substantive HOD included;

Principal Human Resource Officer- Mwebaze Andrew Kaletwa(CR/D/11185) was appointed on 3/04/2019 ref CR/156/2 under DSC Min 3103/3/2019(a)1.

Chief Finance Officer- Byagageire B. Innocent(CR/D/11063) was appointed on 28/06/2016 ref CR/153/1 under DSC Min 896/06/2016(d)1.

District Planner- Besiga Stephen(CR/D/10009) was appointed on 14/11/2005 ref CR/160/1/1 under DSC Min 219/11/2005.

District Engineer- Abenaitwe T. Asaph(CR/D/11064) was appointed on 25/08/2016 ref IDSC/171/01 under DSC Min 934/06/2016(a)1.

District Community Development Officer- Mugarura Edward(CR/D/10334) was appointed on 24/07/2015 ref CR/156/2 under DSC Min 808/07/15(d)1.

District Internal Auditor- Mwesigye Benon Kagirita(CR/D/10986) was appointed on 25/02/2015 ref CR/D/10393 under DSC Min 774/02/15(b).

District Production Officer- Karugaba Aloysius(CR/D/10017) was appointed on 20/02/2018 ref CR/160/1 under DSC Min 2067/2/2018(a)1.

District Commercial Officer- Musinguzi Patrick Danny(CR/D/11156) ref CR/156/2 under DSC Min 3027/5/2018:1.

District Health Officer- Tumusherure Edson(CR/D/10336) was appointed on 12/09/2012 ref CR/D/10336 under DSC Min 619/09/12:1.

Positions that were vacant were;

- District Natural Resources Officer
- District Education Officer

There was evidence that the LG tried to advertise and have failed to attract a District Natural Resources Officer in New vision June 29th 2019 and the DEO retired in the previous FY (April 2019) and the LG was yet to advertise that position in the current FY.

LG has substantively recruited and appraised all Heads of Departments

- Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2

Maximum 5 points on this Performance Measure

There was evidence that all HoD and those in acting capacity were appraised for the previous FY as in the following;

Chief Finance Officer- Byagageire B. Innocent(CR/D/11063) signed performance agreement on 1/07/2018 and was appraised by CAO on 12/10/2019.

District Planner- Besiga Stephen(CR/D/10009) signed performance agreement on 6/07/2018 and was appraised on 4/07/2019 by the CAO.

District Commercial Officer- Musinguzi Patrick Danny(CR/D/11156) signed performance agreement on 30/08/2018 and was appraised on 16/07/2019 by the CAO.

District Health Officer- Tumusherure Edson(CR/D/10336) signed performance agreement on 23/08/2018 and was appraised on 22/07/2019 by the CAO.

Ag. District Natural Resources Officer- Bwengye Emmanuel(CR/D/10472) was assigned duties on 11/06/2019 ref CR/151/1 and was appraised by CAO on 8/07/2019.

Ag District Education Officer- Nkuba Godfrey(CR/D/10980) was appointed on 23/08/2019 ref CR/160/1 under DSC Min 3135/07/2019(a). He was appraised by the CAO on 11/10/2019.

District Engineer- Abenaitwe T. Asaph (CR/D/11064) signed performance agreement on 11/07/2018 and was appraised on 12/07/2019 by CAO.

District Community Development Officer- Mugarura Edward (CR/D/10334) signed performance agreement on 16/07/2018 and was appraised on 8/07/2019 by CAO.

District Internal Auditor – MwesigyeBenon Kagirita (CR/D/10986) signed performance agreement on 1/07/2018 and was appraised on 8/07/2019.

District Production Officer – Karugaba Aloysius (CR/D/10017) signed performance agreement on 30/08/2018 and was appraised on 7/10/2019.

The position of Principal Human Resource Officer was vacant in the previous FY.

The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.

Maximum 4 points on this Performance Measure.

- Evidence that 100 % of staff submitted for recruitment have been considered: score 2

There was evidence that the positions submitted to DSC for recruitment were considered. There were approximately 96 positions submitted for recruitment and the following were some of the submissions made to DSC by the CAO;

- Submission of one position of a Nursing Officer Midwifery on 24/09/2018 received by DSC on 02/10/2018.
- Submission of position of Internal Auditor on 6/08/2018 received by DSC on 7/08/2018.
- Submission of Senior Accounts Asst. on 6/08/2018 and received on 7/08/2018.
- Submission of Senior Accounts Asst on 13/06/2018 and received on 17/07/2018.
- Submission of an Accountant on 13/06/2018 and received by the DSC ON 17/07/2018.
- Submission of CDO on 4/06/2018 and received by DSC on 12/7/2018.
- Submission of HRO on 11/07/2018 and received on 12/07/2018 by DSC.
- Submission of Medical Officer on 24/09/2018 and received on 2/10/2018.
- Submission of Asst Forestry Officer on 24/10/2018.
- In a submission on 21/03/2019 ref CR/156/2 and received by the DSC on 22/3/2019, there were 76 positions
- In a submission on 17/12/2018 received by DSC on 19/12/2018, 9 positions were submitted.
- In a submission made on 24/10/2018, 3 positions (Acct Asst -2, Askari-1) were submitted.
- In a submission on 21/01/2019, 1 position of a driver was submitted.

The positions were advertised by the DSC in New vision dated on Friday 5th April 2019.

Another advert in New vision dated on Friday 29th June 2018.

Internal advert dated on 16/11/2018 advertised Head Teachers (5), D-HT(2), Sen. Educ.Asst(2) and Stenographer Sec(1).

The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.

- Evidence that 100 % of positions submitted for confirmation have been considered: score 1

There was evidence that 58 staff were submitted for confirmation and had been considered. though 3 were not confirmed due to some missing data in their files. Examples of those confirmed were as follows;

Nyamuhaki Brian (Enrolled Psychiatric Nurse) was submitted on 23/10/2018 and was confirmed in the 216th DSC meeting under Min 3063/11/2018(b)1.

Amutuheire Jasper (Educ. Asst. II) (, Atwiine Phiona (Enrolled Nurse) was submitted on 22/10/2018 and was confirmed in the 216th DSC meeting under Min 3063/11/2018(a)2.

Aziirwe Judith (Educ. Asst. II) was submitted on 18/10/2018.and was confirmed in the 216th DSC meeting under Min 3063/11/2018(a)1.

Kanyamugara Wilson (CDO) submitted on 13/05/2019 and was confirmed in the 228th Meeting under Min 3138/7/2019(f)1.

Asiimire Sophie (Parish Chief),Tuhaise Keneth(Parish Chief) submitted on 21/05/2019 and was confirmed in the 228th Meeting under Min 3138/7/2019(a)5 .

Tusingwire Ruth (Educ. Asst II) submitted on 06/05/2019and was confirmed in the 228th Meeting under Min 3138/7/2019(b)3.

Ainembabazi Jane (Educ. Asst.II) submitted on 23/04/2019and was confirmed in the 228th Meeting under Min 3138/7/2019(b)6.

Muhumuza Edgar(Driver) submitted on 6/05/2019and was confirmed in the 228th Meeting under Min 3138/7/2019(a)1 .

Kyasiimire Clare (Enrolled Nurse) submitted on 10/04/2019and was confirmed in the 228th Meeting under Min 3138/7/2019(c)4 .

Kyasiimire Catherine(CDO) submitted on 3/04/2019 and was confirmed in DSC 224th Meeting under Min 3115/4/2019(b)2.

Namirembe Sarah (Sen. Asst. Sec.) submitted on 9/01/2019 and was confirmed in the 223rd meeting under Min 3105/3/2019(a)2.

Maximum 4 points on this Performance Measure.

The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.

- Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1

There were 3 cases submitted to DSC and none of them were concluded by the time of the assessment but there was evidence that they had been considered by the DSC in their meeting and the submissions were as follows;

Submission of Twino Mugisha Timothy (Senior Accounts Assistant) ref CR/163/1 on 26/03/2019 with a case of abandonment of duty and be dismissed from service.

Submission of Hussein Kasozi (Education Assistant II) on 15/03/2019 ref CR/163/1with a case of impersonation by Seguya Hakim using O' Level Certificate belonging to (alias Kasozi Hussein Magidu).

Submission of Rubelihayo Joseph (Clinical Officer) on 11/01/2019 ref CR/D/10586 with a case of abandonment of duty.

Maximum 4 points on this Performance Measure.

Staff recruited and retiring access the salary and pension payroll respectively within two months

- Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3

There was evidence that staff recruited during the previous FY accessed payroll not later two months. There were 30 staff recruited in the previous financial year and were assessed as follows;

Kyoratungye Christine (CR/D/11167) was appointed as CDO on 2/07/2018 ref CR/156/2 under DSC Min 3041/6/2018:4. She assumed duty on 3/07/2018 and accessed payroll in October 2018.

Mark June (CR/D/11168) was appointed as Information Officer on 2/07/2018 ref CR/156/2 under DSC Min 3042/6/2018(b)1. He assumed duty on 10/07/2018 and accessed payroll in October.

Kyarimpa Janet (CR/D/11169) was appointed as Office Attendant on 8/11/2018 ref CR/D/11119 and assumed duty on 26/11/2018. She accessed payroll in December 2018.

Babeiha Rwosiire Joseph (CR/D/11179) was appointed as Senior HRO on 9/02/2019 ref CR/160/1 under DSC Min 3096/2/2019(a). He accepted in a letter on 18/02/2019 and accessed payroll in March 2019.

Andrew Mwebaze Kaletwa (CR/D/11185) was appointed as PHRO on 3/04/2019 ref CR/156/2 under DSC Min 3103/3/2019(a)1. He accepted duties on 3/04/2019 and accessed payroll in May 2019.

Kanyamugara Wilson (CR/D/11164) was appointed as CDO on 2/07/2018 ref CR/156/2 under DSC Min 3041/6/2018:1. He assumed duty on 5/07/2018 and accessed payroll in October.

Agaba Arthur Twonge (CR/D/11163) was appointed as CDO on 2/07/2018 ref CR/156/2 under DSC Min 3041/6/2018:5. He assumed duty on 12/07/2018 and accessed payroll in October 2018.

Nayebare Solome (CR/D/11162) was appointed as Bio-Statistician on 2/07/2018 ref CR/156/2 under DSC Min 3042/6/2018(a)1. She assumed duty on 9/07/2018 and accessed payroll in October 2018.

Kyomugisha Mellon (CR/D/10992) was appointed as Enrolled Nurse on 4/12/2018 ref CR/160/1 under DSC Min 3062/11/2018(a)5. She assumed duty on 4/12/2018 and accessed payroll in January 2019.

Nyamwiza Judith (CR/D/10999) was appointed as Enrolled Nurse on 6/12/2018 ref CR/156/2 under DSC Min 3062/11/2018. She assumed duty on 12/12/2018 and accessed payroll in January 2019.

Maximum 5 points on this Performance Measure.

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>There was no evidence that the staff who had retired in the previous FY had accessed the pension payroll not later than two months. There were 20 staff who retired in the previous FY and a sample of 7 was made as follows;</p> <p>Tumuhairwe Nathanael retired as Education Asst II on 5/05/2019 and accessed payroll in June 2019 IPPS no. 522468.</p> <p>Turyahikayo Edward retired as Education Asst. II on 23/03/2019 and accessed payroll in April 2019 IPPS no 522690.</p> <p>Mugume Gervasius retired as Education Assistant II on 11/03/2019 and accessed payroll in May 2019 IPPS no 523455.</p> <p>Tugume Charles retired as a Head Teacher on 27/12/2018 and accessed payroll in December 2018 IPPS no. 522663.</p> <p>Kamugisha Sylvester retired as Primary Head Teacher on 17/07/2018 and accessed payroll in October IPPS no. 522681.</p> <p>Tumwesigwa Jackson retired as Education Assistant on 28/07/2018 and accessed payroll in October 2018 IPPS no. 542979.</p> <p>Mwesigwa Abel as retired as Senior Accounts Assistant on 1/12/2018 and accessed payroll in June 2019 IPPS no. 836428.</p>
<p>Maximum 5 points on this Performance Measure.</p>		

Revenue Mobilization

<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>	<ul style="list-style-type: none"> • If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% - 10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>The total of OSR realised during FY 2017/2018 amounted to Shs178,563,909 as per page 9 of the audited financial statements for FY 2017/2018.</p> <p>The total of the OSR realised during FY 2018/2019 amounted to Shs 471,076,668 as indicated on page 9 of the FY 2018/2019 financial statements.</p> <p>There was no disposal of assets during FYs 2017/2018 and 2018/2019. The draft financial statements for FY 2018/2019 were submitted to OAG by the CAO on 9th August, 2019 and received by Accountant General on 9th August, 2019 whereas the OAG received the accounts on 21st August, 2019.</p> <p>There was an increase of Shs 292,512,759 in revenue collection performance i.e (shs. 471,076,668 less shs 178,563,909).</p> <p>Computation: $292,512,759 \times 100 = 164\%$</p> <p style="text-align: center;">178,563,909</p> <p>Good performance in revenue collection was attributed to:</p> <p>(i) Sensitisation of tax payers on the purpose of paying tax;</p> <p>(ii) Minimal political interference in revenue collection;</p> <p>(iii) Favourable weather conditions which facilitated increased agricultural production and enabled the levying of loading fees payable by matooke (bananas) farmers in the district.</p>
<p>Maximum 4 points on this Performance Measure.</p>		<p>4</p>

LG has collected local revenues as per budget (collection ratio)

Maximum 2 points on this performance measure

• If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within

+/- 10 %: then score 2. If more than +/- 10 %: Score 0.

The original local revenue budget for Isingiro DLG for FY 2018/2019 amounted to Shs 547,500,000 as indicated on page 3 of the approved budget. The total local revenue collected during FY 2018/2019 amounted to shs 471,076,668.

Computation:

$$471,076,668 \times 100 = 86\% \\ 547,500,000$$

This translates into a revenue collection of 86% which was more than the allowable range of +/- 10%.

0

Local revenue administration, allocation and transparency

Maximum 4 points on this performance measure.

• Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2

Isingiro DLG comprised of fifteen sub counties and four Town Councils during FY 2018/2019. The DLG complied with the requirement of remitting the 65% share of local revenues to LLGs during FY 2018/2019. This was done in compliance with the approved formulae as provided in section 85 and 5th Schedule in the Local Government Act CAP 243.

It was noted that sub counties collected the local revenue on behalf of the district and remitted the 35% to the district head quarters as required by the law but retained 65% for each one of them.

Sec 85 of LGA (2) CAP 243 "In rural areas, revenue shall be collected by the sub county councils, and a sub county council shall retain 65%, or any other higher percentage as the district council may approve, of the revenue collected by it and pass the remaining percentage over to the district".

Pursuant to the above, the DLG budgeted to receive shs 292,434,848 as the 35% share of local revenue from the LLGs. However, out of the budgeted amount, sub counties remitted shs 220,724,850 to the district headquarters.

In addition, the district collected local revenue totalling shs 132,323,685 as detailed on page 21 of the financial statements for FY 2018/2019 accrued from the Local Service Tax out of which 65% was transferred to the LLGs including the town councils but retained the 35% entitlement.

Examples of local revenue accrued from the Local Service Tax transferred to LLGs during FY 2018/2019:

(i) Shs 2,610,000 was remitted to Isingiro Town Council per TC receipt number 104 dated 14th January, 2019.

(ii) Shs 818,406 was remitted to Mbaare sub county per SC receipt number 1019 dated 10th January, 2019.

(iii) Shs 1,306,794 was remitted to Nyamuyanja sub county per SC receipt number 1363 dated 24th January, 2019.

(iv) Shs 731,476 was remitted to Kashumba sub county per SC receipt number 1402 dated 10th January, 2019.

(v) Shs 1,371,912 was remitted to Birere sub county per SC receipt number 442 dated 22nd February, 2019.

2

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>The DLG spent shs 95,308,000 on council allowances and emoluments during FY 2018/2019 as extracted from the District Accounts Analysis Report for FY 2018/2019 and payment vouchers.</p> <p>Council shs 49,332,000</p> <p>Committees shs 45,976,000</p> <p>Total shs 95,308,000</p> <p>The local revenue realised during FY 2017/2018 amounted to shs 178,563,909 as reflected on page 9 of the FY 2017/2018 audited DLG financial statements.</p> <p>Computation:</p> $95,308,000 \times 100 = 54\%$ $178,563,909$ <p>Payment of allowances and emoluments exceeded the 20% limit. The CAO communicated the Honourable Minister of Local Government seeking authority to spend more than 20% on council allowances and emoluments through letter dated 20th August, 2019 under reference CR/214/13. The letter was received by MoLG on 26th August, 2019. At the time of the assessment, the Minister had not responded to the CAO's request.</p>
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Procurement and contract management

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>There was evidence that the LG had a Senior Procurement Officer and Procurement Officer as follows;</p> <p>Kamwiine Frank (CR/D/10465) - Senior Procurement Officer was appointed on 23/05/2018 ref CR/160/1 under DSC Min 3019/5/2018.</p> <p>Nareba Sylvia (CR/D/10457)- Procurement Officer was appointed on 4/12/2018 ref CR/160/1 under DSC Min 3068/11/2018(b)1.</p> <p>There was evidence that the LG had a Senior Procurement Officer and Procurement Officer as follows;</p> <p>Kamwiine Frank (CR/D/10465) - Senior Procurement Officer was appointed on 23/05/2018 ref CR/160/1 under DSC Min 3019/5/2018.</p> <p>Nareba Sylvia (CR/D/10457)- Procurement Officer was appointed on 4/12/2018 ref CR/160/1 under DSC Min 3068/11/2018(b)1.</p>
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The LG has in place the capacity to manage the procurement function

Maximum 4 points on this performance measure.

• Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1

Reports of the Evaluation Committee were submitted to the Contracts Committee during FY 2018/2019 on the following dates; Minutes of 22/11/2018, 12th/10/2018 and on 10th/09/2019 and 25th /09/2019

1. For the construction of Ngarama piped water Phase 3 in Ngarama S/C under procurement Ref No ISIN560/WRKS/18-19/00005, EC sitting on 22/11/2018 recommended VIJCOL LTD the best evaluated bidder to be awarded the contract at a contract sum of UGX 437,833,758.
2. For the renovation of structure and construction of placenta pit and water tank at Rugaga HC4 in Rugaga S/C under procurement Ref No ISIN560/WRKS/18-19/00008/lot1, EC sitting on 22/11/2018 recommended Katuma construction Ltd the best evaluated bidder and recommended them to be awarded the contract at a contract sum of UGX 115,562,032.
3. For the construction of Teachers Staff House (Option 3) at Kiyenje and Nyabubale P/Ss under procurement Ref No ISIN560/WRKS/18-19/00006/lot1, EC sitting on 22/11/2018 recommended KWED Construction LTD the best evaluated bidder and awarded them the contract at a contract sum of UGX 169,891,680.
4. For the completion of a Theatre Block at Rugaga HC4 in Rugaga S/C under procurement Ref No ISIN560/WRKS/18-19/00002, EC sitting on 12th/10/2018, recommended SKY Limit Eng Ltd the best evaluated bidder and recommended them to be awarded the contract at a contract sum of UGX 47,667,280.
5. For the contraction of Multipurpose Science Lab Block at St Mary's Rushoroza Voc' Secondary School on Insingiro DLG, under procurement Ref No ISIN560/WRKS/18-19/000014, EC sitting on 5th/03/2019 recommended GKK General Contractors & Civil Eng LTD, the best evaluated bidder and recommend them to be awarded the contract at a contract sum of UGX 249,047,614.

The LG has in place the capacity to manage the procurement function

Maximum 4 points on this performance measure.

• Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1

The Contracts Committee considered recommendations of the EC and provided justifications for any deviations from those recommendations (give examples):

1. For the construction of Ngarama piped water Phase 3 in Ngara under procurement Ref No ISIN560/WRKS/18-19/00005, Contracts Committee sitting on 4th/12/2018 under MIN 08/12/CC/2018/2019 upheld the recommendation of Evaluation Committee and awarded the tender to EVIJCOL LTD as the successful bidder at a contract sum of UGX 437,833,758.
2. For the Renovation of structure and construction of placenta pit and water tank at Rugaga HC4 in Rugaga S/C under contract Ref No under procurement Ref No ISIN560/WRKS/18-19/00008/lot1, Contracts Committee sitting on 04/12/2018 under MIN 04/12/CC/2018/2019 upheld the recommendation of the EC and awarded the tender to Katuma construction LTD as the successful bidder at a contract sum of UGX 115,562,032.
3. For the construction of Teachers Staff House (Option 3) at Kiyenje and Nyabubale P/Ss under procurement Ref No ISIN560/WRKS/18-19/00006/lot1, CC sitting on 4th /12/2018 under MIN 05/12/CC/2018/2019 upheld the recommendation of EC and awarded the tender to KWED Construction Ltd as the successful bidder at a contract sum of UGX 169,891,680.
4. For the completion of Theatre Block at Rugaaga HCIV in Rugaaga S/C under procurement Ref No ISIN560/WRKS/18-19/00002, CC sitting on 18th/10/2018 under MIN 12/10/CC/2018/2019 upheld the recommendations of EC and awarded the tender to SKY Limit Eng. Ltd as the successful bidder at a contract sum of UGX 47,667,280.
5. For the contraction of Multipurpose Science Lab Block at St Mary's Rushoroza Voc Sec School on Insingiro DLG, under procurement Ref No ISIN560/WRKS/18-19/000014, CC sitting on 11th/03/2019 under MIN 09/03/CC/2018/2019 upheld the recommendation of EC and awarded the tender to GKK General Contractors & Civil Eng Ltd as the successful bidder at a contract sum of UGX 249,047,614.

The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

• a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2

There was evidence the Procurement and Disposal Plan 2019/20 covers all infrastructure projects in the approved annual work plan and budget. For instance;

a) The procurement plan 2019/20 was approved by the DLG under Min 07/05/18/19/FC (Full Council) with a total of 68 procurement items. The plan was signed off by CAO on 16th/08/2019 and received by PPDA on 19th/08/2019.

The following sampled files confirm the procurement plan was a product of procurement items of the approved DLG/AWP;

i) Construction of a 2 Classroom Block with 3-seater twin desks at Kemengo P/S in Rugaaga S/C under procurement Ref No ISIN560/WORKS/2018-19/00003/Lot1 by contractor Katume Construction Ltd and contract sum of 208,995,936; appeared on page 1 of the Procurement Plan and on page 137 of the AWP 2019/20.

ii) Construction of 2 Classroom with 3-seater twin desks at Karama P/S in Ruborogota S/C, under procurement Ref No ISIN560/WRKS/18-19/00004/Lot 1, by Contractor Demeter Technical Services with a contract sum of UGX 205,762,500, appeared on page 1 of the Procurement Plan and on page 137 of the AWP 2019/20

iii) Construction of Ngarama GFS Phase 4 in Ngarama S/C under procurement Ref No ISIN560/WRKS/18-19/00005/Lot 1, by contractor VIJCOL Ltd with a contract sum of UG 260,829,076, appeared on page 1 of the Procurement Plan and on page 203 of the AWP 2019/20

iv) Construction of Junior staff Houses at Ruborogota HCIII at budget estimate of UGX 108,199,333 appeared on page 1 of the Procurement Plan and on page 127 of the AWP 2019/20

v) Supply of materials and equipment & establishing of 3 micro irrigation sites, under procurement Ref No ISIN560/WRKS/18-19/000019, by contractor Keith & Smith Services Ltd at a contract sum of UGX 31,626,030, appeared on page 2 of the Procurement Plan and on page 82 of the AWP 2019/20.

b) The Procurement Plan 2018/19 approved by District Council under Min 07/05/17/18-FC (Full Council) had 85 procurement items. The procurement plan was a consolidation of items from all the sectors for instance; Education had 11, water- 4 and Health- 12 major procurement items. The plan was prepared by the SPO, signed off by the COA on 18th/09/2018 and received by PPDA on same date.

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

- For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2

The Procurement Plan for FY 2019/20, approved by the DLG, had a total of 68 items. The DPU published an advert on 21st August 2019 in the Monitor News Paper for 10 procurement items, under the open bidding method.

The approved Contract Register had a total of 34 major procurement items that the DPU had prepared its bid files. The bid files comprised of 12-Frameworks, 13-Selective and 9-Open bidding procurement files. The DPU prepared and completed 32 out of 34 Bid Files by the 23rd August 2019 just before the deadline date of 30th August 2019. Therefore the DPU prepared 99% of the major investment files.

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2

The LG had an updated and consolidated contract Register for the FY 2018/19, prepared by the SPO, having a total of 51 items registered. The first and the last items on the updated Contract Register were recorded as follows;

Among the entire items recorded in the Contract Register were; No 1 was, completion of Admin Office Block for Isingiro Town Council Phase B Southern-wing under Procurement Ref No ISIN560/WRKS/18-19/00001 was awarded to Ms JB Kabuyanda at contract Sum of UGX 45,405,220.

While the last item recorded in the Contract Register was, 'design of Endiinzi Nyabyondo pump water supply and sanitation scheme' under procurement Ref No ISIN560/SRVCS/18-19/000030, at a contract sum of UGX 23,718,000, awarded to contractor Build wide Holdings LTD.

A sample of 5 files were scrutinised to established completeness of the activity file through the following key procurement steps and were found to be fully complaint minimum procurement standard; thus,

- (i) Procurement Requisition & BOQs
- (ii) Advert dated 21st/08/2018
- (iii) Bid Document prepared by SPO
- (iv) Record of issue of Bid documents
- (v) Record of Receipt of Bids
- (vi) Record of Bid Opening
- (vii) Membership of Evaluation Committee
- (viii) Record of Bid evaluation
- (ix) EC Report Submissions to CC
- (x) CC approval of EC Report
- (xi) Contracts Committee decisions
- (xii) BEB Notice by CAO
- (xiii) Notification of Awards by CAO
- (xiv) Letter of Bid acceptance by CAO
- (xv) Contractor Letter of Acceptance
- (xvi) Signing of Contract.

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p>	<ul style="list-style-type: none"> • For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	<p>The assessment team confirmed that the LG had fully adhered with required procurement thresholds as shown in the listed files below.</p> <ol style="list-style-type: none"> 1. For selective bidding method: <p>For selective bidding the following procurement files were noted and scrutinized;</p> <ol style="list-style-type: none"> a) Construction of 3 stance pit latrines at Kabuyanda S/C HQs under procurement Ref No ISIN560/SRVCS/18-19/00015 awarded to Ms. Epic Fine Services & Constructors Ltd at a contract sum of UGX 13,684,460 under selective method b) Renovating an OPD roof in Kakamba HC II in Kakamba S/C awarded to Ms. BH Investment and Eng. Services Ltd at a contract sum of UGX 7,917,682 <p>For open domestic bidding method</p> <ol style="list-style-type: none"> (i) Construction of 4 classrooms at Kayonza and Ngoma P/Ss ISIN560/SRVCS/18-19/00007-lot1 with a contract value of UGX 283,483,140 awarded to KWED contrast ruction Ltd under Open domestic bidding. (ii) Construction of Ngarama piped water Phase 3 in Ngara under procurement Ref No ISIN560/WRKS/18-19/00005 under contract VIJCOL Ltd at a contract value of UGX 437,833,758 by Open domestic bidding.
<p>Maximum 6 points on this performance measure.</p>		

<p>The LG has certified and provided detailed project information on all investments</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>Works projects implemented in the previous FY were appropriately certified by the LG, particularly interim and completion certificates for all projects based on technical supervision. The files quoted below were sampled to confirm our findings that certificates were generated appropriately;</p> <ol style="list-style-type: none"> 1. Completion of Theatre Block at Rugaaga HC4 in Rugaaga S/C under procurement Ref No ISIN560/WRKS/18-19/00002 by contractor SKY Limit Eng. LTD at a contract sum of UGX 47,667,280 completion certificate had been signed on while environmental and mitigation certificate was done on 31st Oct 2018. 2. Renovation of Kikagati Town Council and a Hall under contract No ISIN560/WRKS/18-19/00010, contractor Build-wide Holdings LTD at a contract sum of UGX 37,538,160 a substantial completion certificate had been signed on 5ths May 2019 and mitigation certificated was done on 27th Feb 2019. 3. Construction of a slaughter facility Phase 2 at Karebere Town councils under ISIN560/WRKS/18-19/00003, contractor Ms Richard partners LTD at a contract sum of UGX 30,046,222 was signed on 1st Feb 2019 and mitigation was done on 9th Nov 2018.
<p>Maximum 4 points on this performance measure</p>		

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>Site Boards found in the Field</p> <ol style="list-style-type: none"> 1. Construction of 3 blocks of 5 stance drainable latrine at Guma Memorial P/S <ul style="list-style-type: none"> • The World Back group DRDIP (WB) Group • Implementing Agency: OPM Isingiro DLG • Client Isingiro DLG • Supervisor District Engineer 2. Ngarama Piped water supply Scheme in Isingiro LG <ul style="list-style-type: none"> • Client Republic of Uganda/Isingiro LG • Source of Funding: DWSCG • Project Manager: District Water Engineer • Contractor: VIJOCOL
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Financial management

<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>By closure of FY 2018/2019, Isingiro District Local Government manually maintained 7 bank accounts and two computerised accounts, the General Fund Account and the TSA Account with Bank of Uganda. The district used a computerised software to prepare the monthly bank reconciliation statements throughout FY 2018/2019 up to 31st October, 2019 in respect of the TSA and General Fund Accounts at the time of the assessment. All the manually prepared reconciliation statements were dully authenticated by relevant authorities namely; the Senior Accountant as official who prepared the statements, the CFO as head of Finance and the Principal Internal Auditor up to 31st October, 2019.</p> <p>Examples on reconciliations: (i) Account number 01483656536862 for the District ACDP Account maintained by DFCU, Isingiro branch. The reconciled cash book balance on 31st May, 2019 was shs 34,699,850;</p> <p>(ii) The District Multi-sectoral Food Account reconciled cash book balance on 30th June, 2019 was shs 60,577,450 account number 5712100027 with Centenary Bank Isingiro branch;</p> <p>(iii) The District UWEP Account number 0148352772095 with DFCU Bank Isingiro branch had reconciled cash book balance of shs 3,135,060 on 31st October, 2019.</p> <p>(iv) The District UNICEF Account number 5712100018 with Centenary Bank, Isingiro branch had reconciled cash book balance of shs 13,628 on 28th February, 2019.</p>
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<p>The LG made timely payment of suppliers during the previous FY</p>	<ul style="list-style-type: none"> • If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<p>Isingiro DLG provided evidence showing timely payments of suppliers and contractors during FY 2018/2019 without overdue bills beyond 2 months. The sampled payments covering all sectors indicated in most cases compliance resulting in no overdue bills beyond two months.</p>
<p>Maximum 2 points on this performance measure</p>		<p>Example: (i) M/s VIJOCOI Limited was paid shs 111,878,786 on voucher number 17 of 21st June, 2019 in respect of construction of Ngarama Water Piped Scheme Phase III in Ngarama sub county.</p> <p>Initiation of payment was done on 14th June, 2019 and approval effected on 18th June, 2019 by the DWO and CAO on 19th June, 2019.</p> <p>(ii) A payment request was submitted on 17th May, 2019, certification and approval was done on 22nd May, 2019 by CAO and DHO. Actual payment was effected to M/s Kwed Construction Limited for shs 97,360,530 on voucher number 24 dated 22nd May, 2019 in respect of up grading of Busheke Health Centre II to Health Centre III in Endiinzi sub county. (Advance payment).</p> <p>(iii) The actual payment to M/s Katuma Construction Limited was done vide voucher number 33 dated 21st June, 2019 for shs 71,391,575 of interim certificate number 2 in respect of renovation for structures, construction of placenta pit and supply of water tank at Rugaaga Health Centre IV in Rugaaga sub county. Initiation of payment was done on 12th June, 2019 and approval by DHO and CAO effected on 20th June, 2019. Receipt number 116 dated 28th June, 2019 was issued by the contractor.</p> <p>(iv) A payment request was submitted on 20th May, 2019, certification and approval was done on 31st May, 2019 by CAO and DEO. Actual payment was effected to M/s Kwed Construction Limited for shs 46,190,628 on voucher number 01 dated 5th June, 2019 in respect of construction of 4 class rooms with 72 three seater twin desks at Kiyenje and Nyabubare Primary Schools in Kashumaba and Rugaaga sub counties respectively.</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The District Internal Auditor (Mr Mwesigye Benon Kagirita) was substantively appointed a Principal Internal Auditor (scale U2) by the District Service Commission under minute DSC774/02/2105/b as per appointment letter dated 25th February 2015 signed by the Chief Administrative Officer. The letter was copied to: CFO and Secretary to the District Service Commission.</p> <p>The LG executes the Internal Audit Department function in accordance with the LGA CAP 243 section 90 and the Local Governments Procurement Regulations.</p>
<p>Maximum 6 points on this performance measure.</p>		

The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations

Maximum 6 points on this performance measure.

• LG has produced all quarterly internal audit reports for the previous FY: score 2.

Quarterly Internal Audit Reports produced in FY 2018/2019:

Quarter Date of report Reference

Quarter 1 31st October, 2018 Aud./251/3

Quarter 2 31st January, 2019 Aud./251/3

Quarter 3 30th April, 2019 Aud./251/3

Quarter 4 31st July, 2019 Aud./251/3

It was noted that all the quarterly internal audit reports were addressed to the DLG Speaker and also produced within the prescribed time frame. Copies of the reports were circulated to:

RDC, District Chair Person, PS MoLG, Chair Person Finance, Planning and Administration, Internal Auditor General, CAO, Chair Person LGPAC, CFO and OAG – Mabarara Regional Office.

Quarter One report was received by IAG and MoLG on 21st January, 2019;

Quarter Two was received by IAG and MoLG on 21st February, 2019;

Quarter Three was received by IAG and MoLG on 21st May, 2019.

Quarter Four was received by IAG and MoLG on 19th August, 2019.

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>Evidence that the DLG provided information to the Council and LG PAC on the status of implementation of internal audit findings for FY 2018/2019I and followed up on audit queries from all quarterly audit reports.</p>
	<p>Nature and total number of queries raised 19</p>	<p>Nature and total number of queries cleared 19</p> <p>Nature and total number of queries pending 19</p>
		<p>The Internal Auditor raised nineteen queries during FY 2018/2019 all of which were not followed up and cleared at the time of the assessment.</p>
		<p>This was essentially due to the minimal number of meetings that were held by the LGPAC. It was explained that there were insufficient funds to cater for the LGPAC meetings.</p>
		<p>(i) COUNCIL:</p>
		<p>(a) DLG records through minutes of Council indicated that Council met on 29th September, 2019; 30th May, 2019, 29th March, 2019, 27th February, 2019, 21st December, 2018, 2nd November, 2018 and 7th September, 2018. None of the meetings held as indicated above handled the internal audit findings for FY 2018/2019.</p>
		<p>(ii) LGPAC:</p>
		<p>A legally constituted LGPAC was in place with fully appointed members as specified in the Local Governments Act, CAP 243. Meetings of the LGPAC were held as follows:</p>
		<p>(a) Meeting held on 6th June, 2019 whereby the fourth quarter internal audit report for FY 2016/2017 was considered and reviewed. There were no recorded minutes of the LGPAC to show evidence of meeting.</p>
		<p>(b) The LGPAC meeting held on 16th and 17th April, 2019 reviewed and discussed internal audit findings without indicating in the recorded minutes which quarterly reports were being reviewed and discussed.</p>
		<p>(c) The LGPAC held meetings on 9th July, 2018 reviewed and discussed the third quarter report for FY 2016/2017 under minute reference 3/7/18/19.</p>
		<p>(d) The LGPAC held meeting on 11th July, 2018 reviewed and discussed the third quarter report for FY 2016/2017 for Kabuyanda Town Council. There was no minute reference to record the deliberations.</p>
		<p>It was noted that (a) Action on the audit findings by the internal audit through the quarterly reports were not timely addressed by both Council and the LGPAC. (b) There was no evidence that Quarter One, Two, Three and Four internal audit reports for FY 2018/2019 were appropriately reviewed and discussed by the LGPAC and Council.</p>

The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations

Maximum 6 points on this performance measure.

• Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1.

Evidence that internal audit reports for FY 2018/2019 were submitted to LG Accounting Officer and LGPAC for review and follow up.

Quarter Date of submission Reference for report review

Quarter 1 31st October, 2018 No reference/ Delivery Book

Quarter 2 31st January, 2019 No reference/ Delivery Book

Quarter 3 30th April, 2019 No reference/ Delivery Book

Quarter 4 31st July, 2019 No reference/ Delivery Book

The quarterly internal audit reports which were generally timely produced and submitted to the Accounting Officer were officially acknowledged through delivery book. There was no evidence that the CAO reviewed and followed up the submitted reports and addressed the queries raised therein in accordance with the established approved procedures based on the Local Governments Act, CAP 243. However, delays in taking appropriate action on the submitted internal audit findings were attributed to the delayed meetings of the LGPAC and Council.

Pursuant to the scenario above, the PS/ST in the MOFPED through communication dated 15th November, 2019 under reference IIA 50/260/01 instructed the CAO to follow up all the internal audit findings not later than 15th December, 2019. At the time of the assessment, the CAO was making arrangements to address the queries as directed.

The LG maintains a detailed and updated assets register
Maximum 4 points on this performance measure.

• Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4

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 motor cycles. Examples for updates in the register covered Motor cycle XTZ 125E donated by MAAIF with no value attached for the Nutrition Project. It was acquired on 1st August, 2019 and registered as UG 2633A; engine number E3N2E -0888262; chassis number LBPKE 179000030147. Folio 0025/2019.

Motor cycle registration number UEI -668G of 125 CC, model 125 DT valued at shs 14,450,138 acquired on 7th March, 2019. Engine number 3TT -226446; chassis number EDOOX -103697 for the Community Development Officer's Department. Folio 001/2019.

St. Mary's Rushoroza Vocational Secondary School valued at shs 249,047,614 which was recorded in the register on 30th June, 2019. Folio 00234/2019.

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>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>Isingiro DLG obtained an unqualified Audit opinion for FY 2018/19 according to the Auditor General's report of December 2019</p>
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Governance, oversight, transparency and accountability

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<p>• Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2</p>	<p>The LG Council met and discussed service delivery related issues as provided in the minutes below:</p> <p>During the meeting held on 7th September 2018 and discussed under <u>Minute no. 04/09/18/19/FC</u>, the elected Councillors took Oath. <u>Under Min. 05/09/18/19/FC</u>, there was the election of the Finance committee and Hon. Kafeero Vicent De Paul was selected by the majority. Under <u>Min. no. 07/09/18/19/FC</u>, matters arising from DEC were handled and Mr. Rwabambari Charles from Isingiro Town Council was approved as a nominee of Urban Councils on District Land Board. Also approved was member of District Land Board, MS. Tubwebire Kanyesigye replacing Mr.Amos Sabiiti.</p> <p>Under <u>Min no. 09/09/18/19/FC</u>,Sector reports were presented.Challenges highlighted included; under-staffing gaps, absenteeism among teachers, drunkardness and late coming. Council resolved that Drunkards be brought to council for counselling and for caution, but also CAO to discipline these Teachers.</p> <p>Meeting held on 2nd November 2018 and discussed under <u>Minute no 06/11/18/19/FC</u>, there was the approval of the supplementary budget for FY 2018/19 for Primary Leaving examination. UGX. 5,057,000 was approved for supervising PLE. Under <u>Min. no. 07/11/18/19/FC</u>, Budget frame work papers were approved.</p> <p>Under Min. no. 08/11/18/19/FC, following presentation by the education sector, members discussed the development project for FY 2019/2020 which was to be the seed School at St. Mary's Ruborogota and that all projects that were to be worked on during the FY be postponed to next FY to give priority to the seed school. Under health, the Women MP of the District had received vaccines and screening materials and 22,610 people were vaccinated in three constituencies.</p> <p>Meeting held on 27th February 2019 and under minute <u>04/02/18/19/FC</u>, the education sector presented the P.L.E results per sub-county with Isingiro Town Council emerging the winner with 169 in Division One; while Ruborogota, Kabuyanda and Kakamba primary schools had the least numbers i.e. less than 20 in division one. Under health, they presented a challenge of lack of a permanent water supply at Rwekubo HC IV which was affecting service delivery. Council resolved that the DWO approaches UNICEF to solicit for support on this issue. Under Water, it was reported that there was illegal connections on the Ruborogota water scheme. Council resolved that the current Water User Committee be dissolved and a new one selected with signatories including the SAS for transparency.</p> <p>Under <u>min.06/02/18/19/FC</u>, matters arising from the DEC, there was</p>
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submission and approval of Area Land Committees of Endiinzi Town Council, Endiinzi Health Center Management Committee, Local Council Court members for Endiinzi Town Council. There was also the nomination and approval of Mr. Kabikire Nathan as the Chairperson District Service Commission, replacing Mr. Kakwenza James Rukare and Ms. Allen Joy Namugerwa as the other member of the commission replacing Mr. Tom Byakatonda.

Meeting held on **29th March 2019** and discussed under Minute no. 6/3/18/19/FC, there was presentation of the annual work plans and draft Budget estimates for FY 2019/20 and the Local Revenue Enhancement Plan. Under Min.7/3/18/19/FC, there was a discussion on supplementary estimates for FY 2018/19. Members had requested the CAO to write to MoLG requesting for authority to spend over and above 20% of the locally collected revenue so that they were in position to fulfil their mandated obligations. The CFO was tasked to prepare the necessary documentation and make a formal request to MoLG.

During the Council meeting held on **30th May 2019**, under Min.6/5/18/19/FC, the Council approved departmental work plans and Budget for FY 2019/20. Water with a total budget of UGX. 2,731,243,000, Roads was UGX, 16,417,137,000. On education, the estimated budget was UGX. 20,035,980,000. Also approved were Karunga P/S, Butenga P/S, Kabibi P/s and Rwabyemera P/S to be considered for construction in the FY 2019/20. Under health, approved budget was UGX. 9,318,406,000. Also approved was; Completion of a latrine at Rwantaha HC II, OPD construction and staff house at Busheka HC II, Staff house construction at Kyarugaju HC II, Kabuyanda HC IV, Ruborogota HC III, renovations at Kikikwa HC III, Nyamarungi HC II, Ngarama HC III and a health block at the DLG headquarters.

The LG has responded to the feedback/ complaints provided by citizens

Maximum 2 points on this Performance Measure

• Evidence that LG has designated a person to coordinate response to feed-back (grievance/complaints) and responded to feedback and complaints: score 1.

The DLG had designated Mr. Mark June the Communication Officer as one to handle grievances and complaints on ref: CR /1002/1 dated 25th September 2019.

For instance, on 16th July 2019, the Chairpersons Steering Committee of Kashojwa and Kamatarisi sub-counties logged a complaint against their LCV Chairperson for failing to endorse their council resolutions which were forwarded for approval. Attached were names of 45 members. This was sent to the PAS to handle.

Another complaint came in from One Lutaaya Godfrey on 11th October 2019 through the LC III chairperson of Kaberebere Town Council. He had been contracted to construct a latrine at UGX. 700,000. He was paid UGX. 200,000 to start the work. Mid way, he was requested to stop until further notice. However later on, the work was given to someone else. So he complained demanding for his balance of UGX. 500,000. This was put to the attention of the Environment Officer, who was requested to handle and update the CAO

<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>The DLG had a suggestion box at the entrance of the DLG. The Communications Officer informed the Assessor that when he opened the box, he immediately directs the complaints to the responsible person(s) and/or Office. Some complaints are taken to the monthly Senior Management meetings for discussions and responsible Officers are tasked to take action. Then Officers will put in writing action to be taken and this feedback is given to the Complainant.</p>
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<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>The DLG had published the October 2019 payroll on the notice board dated 9th November 2019 It was signed by the PHRO and stamped by CAO's office</p>
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<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>The procurement Plan and awarded contracts and amounts were published by the Senior Procurement Officer as follows; date of display, 20th August 2019, date of removal was 2nd September 2019.</p> <p>For example the procurement plan had one such item;</p> <ul style="list-style-type: none"> • Subject of Procurement: Supply and delivery of 3 seater twin desks to Rubondo, Kabazaana, Kendobo Cope, Kamutiganza, Karunga, Karyamenvu Primary schools • Description: Non – quantifiable procurement • Quantity: 91.00 • Responsible Department: Rushasha • Type of Procurement: Supplies • Estimated Amount: 11,542,229 • Currency: UGX • Source of funding: GOU • Procurement method: Selective national bidding. <p>On awarded contracts, the Best Evaluated Bidder notice had this,</p> <ul style="list-style-type: none"> • Procurement Ref: ISIN560/SUPLS/19-20/00020 • Subject of Procurement: Supply and delivery of two motor cycles to Isingiro District production department • Method of procurement: Open Domestic bidding • Name of Best Evaluated Bidder: Toyota (U) Limited • Total Contract Price: Not exceeding 26,474,000 (Twenty Six Million, Four Hundred Seventy Four Thousands only) VAT Inclusive.
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<p>The LG shares information with citizens (Transparency)</p>	<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>The performance assessment results had been published on individual emails using the Isingiro Extended Technical Planning Committee forum on 13th February 2019 and also on the notice board displayed on 21st October 2019. The results were also posted on the MoFPED budget website for FY 18/19</p>
<p>Total maximum 4 points on this Performance Measure</p>		

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>The DLG had a whatsapp group called Isingiro DLG EDTPC (Extended Technical Planning Committee) on which several communication was effectively channeled. There was also a Whatsapp group called Isingiro DLG that comprised contacts for Senior Assistants Town Clerks and Town Clerks on which information was forwarded. But also there was the Isingiro employees' forum for general public information</p> <p>.The DLG also had a pigeon box in the registry where they placed information to go to different LLGs. The CDO then picked these on a weekly basis, signed for the communications and delivered them as required.</p> <p><i>Example of Circulars disseminated.</i></p>
<p>Maximum 2 points on this performance measure</p>		

a) On 21st September 2018 there was a circular to all HODs, Town Clerks & Senior Assistant Secretaries informing them about the first budget call on preparation of the budget framework paper (BFPS) and preliminary budget estimates for FY 2019/20.

b) Another circular was on information security awareness training dated 7th December 2018 in reference to a letter from the Accountant General, MoFPED on ref: AGO 49/297/17 dated 27th November 2018 sensitizing all IFMIS users about emerging information security threats and how best they can be combated.

c) Then on 15th October 2018, ref: BPD 06/107/01, a Circular entitled 'Preparation of the budget framework paper for FY 2019/20' was received. This was sent on the whatsapp group, Isingiro DLG EDTP'

d) A Letter from Uganda National Meterological Authority to CAO on 24th September 2018, ref: APS/112/01 requesting for a nominee from the District for training.

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feedback on status of activity implementation: score 1. 	<p>The DLG had conducted one baraza on 10th October 2018 attended by 82 people.</p> <p>There was also a radio talk show held on 15th May 2019 at Radio West discussing government programs and projects. This was attended by Hon Bakunda, DHO, RDC and Assistant CAO.</p>
<p>Maximum 2 points on this performance measure</p>		

Social and environmental safeguards

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>The District Community Development Officer (DCDO) Mr. Mugarura Edward provided guidance and support to various sectors of the Local Government and these departments were; Works, Health, Education, Audit, Finance, Administration, Environment, Production, lands, Human Resource, as per the minutes dated 11th December 2018, Agenda No 4, Minute No 03/12/2018, the meeting was on how to mainstream heads of department on the strategy of identifying different needs and issues of gender and also include gender in to their departmental work plans and budget.</p>
<p>Maximum 4 points on this performance measure.</p>		

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p>	<ul style="list-style-type: none"> • Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability 	<p>The District Community Development Officer (DCDO) planned two activities for FY 2019/2020 to strengthen women's roles as evidenced in the Local Government Estimates and these activities were ;</p>
<p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implement-ted: score 2. 	<ul style="list-style-type: none"> • Sensitisation of women in the community on gender violence in 4 quarters at UGX 2,080,000, page 211 • District women council meeting to be held in Bukanaga, Isingiro South and North in 4 quarters at 8,185,000, page 218, <p>The District had planned, budgeted and implemented for the FY 2018/2019 at UGX 8,595,000 as indicated below;</p> <p>Facilitation of women council executive meeting at UGX 540,000 voucher No CBS/MAY/2019/011, facilitation for women executive council meeting at UGX 475,000 voucher No CBS/NOV/2018/05, facilitation for District women council meeting at the District head quotas at 2,540,000, Voucher No CBS/MAR/2019/002, District women council meeting at UGX 2,560,00, voucher No CBS/AUG/2018/005, facilitation of district women council members to attend district International Women's Day celebration at UGX 1,500,000, voucher No CBS/MAR/2019/004, conducting of the sensitisation meeting at UGX 270,000 voucher No CBS/AUG/2018/008, Gender needs assessment at UGX 270,000, voucher No CBS/NOV/2018/02, mentoring lower local government at UGX 440,000, voucher No CBS/MAY/2019/013 which was 100% implementation.</p>

LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

• Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1

The Environmental Officer carried out screening of the projects and the assessor sampled five projects as mentioned below;

1. Construction of 4 classroom block at Kankingi P/S in Kashumba S/C and the recommendations were; planting of trees and vegetation cover e.g. grass, generation of solid waste, putting in place drainage system , provide the workers with protective gears live gum boots, helmets, water harvesting tank to avoid run offs, ramp construction for the PWDs, lighting arrest installation, clearing of the site, fencing of the site and not allowing an authorised people to have access dated 21st August 2018
2. Construction of a Multi-purpose science block at St. Mary's Vocation Secondary School in Nyakitunda S/C and the recommendations were; putting in place good mechanism to ensure good water drainage system, put up sign post for the community to be aware that construction is on-going, installation of the lightening arrest on the building, provide the workers with protective gears, gum boots, helmets, ramp construction for the disabled people, solid waste cleaning, put vegetation cover as in grass and planting of tress, clearing the side after work, walk ways demarcations (path), contractor should fence the site and also not allow the an authorised people to come to the site. This was dated 13th August 2018
3. Construction of a staff house at Kiyenje P/S in Kashumba S/C and the recommendations were; planting of trees and grass, site fencing to avoid trespassers and accidents, ramp construction for the disabled persons, provide the workers with protective gears, gum boots, helmets, set up talking sign posts for the community so that they are aware on what is going on, clearing the site after work, installation of lightening arrest. This was dated 13th August 2018
4. Up grading of Busheeka Health Centre II to III in Endiinzi S/C and the recommendations were; provide the workers with protective gears, gum boots, helmets, fencing of the site from stopping the trespasser and also avoid accidents, clearing of the site during construction and after, talking environment by putting up a sign post, installation of lightening arrest, ramp construction for PWDs, walk ways demarcations (path), planting grass and multi-purpose tress(fruits), dated 13th August 2018
5. Renovation of Rugaaga HCIV structure, placenta pit and water tank in Ragaaga S/C recommendations were; fencing of the site to avoid trespassers and accidents, demarcation of the walk ways, provide good waste management system, installation of lightening arrest, approved stricter work plan, re-vegetating by planting grass and multi-purpose tress, clearing of the site during work and after work, provide the workers with protective gears live gum boots, helmets, overalls dated 13th August 2018.

LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

Maximum 6 points on this performance measure

- Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1

The LG had integrated ESMPs for the five sampled projects as evidenced by the 5 samples below.

1. Construction of 4 classroom block at Kankingi P/S in Kashumba S/C Ref. ISIN560/WRKs/18-19/00007/Lot2 BoQ Item No A,B,C,D planting of the tress in front and behind of the structure (fruit trees) at UGX 300,000, levelling of the site and vegetation of the site after completion of the structure at UGX 300,000, construction of the drainage channels along the verandas with well finished concrete at UGX 1,160,000, proper disposal of the construction debris at UGX 300,000
2. Construction of a Multi-purpose science block at St. Mary's Vocation Secondary School in Nyakitunda S/C Ref. ISIN560/WRKS/18-19/00014 BoQ item No A,B,C,I excavate top vegetable soil average at UGX 1,085,500, excavate to reduce level not exceeding 1.50m deep at UGX 2,735,000, anti-termite to sides and bottom of the foundation at UGX 640,000, grave soil filling with watered and compacted to make levels at UGX 2,239,000, disposal of the excavated materials at UGX 22,500,000
3. Construction of staff house at Kiyenje P/S in Kashumba S/C ISIN560/WRKS/18-19/00006/Lot1 BoQ Item No I,D,E,F routine fill and ram at UGX 165,000, Imported hard core well spread and consolidated in the flow at UGX 300,000, contract should control erosion surface water drainage and re-vegetate the compound, clean the site by removing the rubbish at the time of handover at UGX 50,000, Dig out any existing termite ground and apply anti killer at UGX 2,220,000
4. Up grading of Busheeka Health Centre II to III in Endiinzi S/C Ref MoHUgIFT/WRKs/18-19/0001/Lot4 BoQ Item No A,C,E,J crest tank for rain water harvesting at UGX 700,000, gutter from the roof to the tank to avoid erosion at UGX 3,000,000, load and cut away surplus excavated materials from the site at UGX 100,000, retune fill and ram selected materials around the foundation at UGX 360,000
5. Renovation of Rugaaga HCIV structure, placenta pit and water tank in Ragaaga S/C Ref ISNS560/WRKs/18-19/00008/Lot1 BoQ No I,M,W, the contractor must protect the workers at UGX 150,000, contractor shall control all visitors by putting up a register book and keep out the unauthorised visitors at the site, the contractor shall provide and keep site diary to record all the events might affect quality of the work at UGX 60,000, contractor provide and keep a good sanitary conditions at UGX 200,000

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>The LG had no proof of ownership of land on which the sampled projects mentioned below were implemented ;</p> <ol style="list-style-type: none"> 1. Construction of 4 classroom block at Kankingi P/S in Kashumba S/C Ref. ISIN560/WRKs/18-19/00007/Lot2 2. Construction of a Multi-purpose science block at St. Mary's Vocation Secondary School in Nyakitunda S/C Ref. ISIN560/WRKS/18-19/00014 3. Construction of staff house at Kiyenje P/S in Kashumba S/C ISIN560/WRKS/18-19/00006/Lot1 4. Up grading of Busheeka Health Centre 11 to 111 in Endiinzi S/C Ref MoHUgIFT/WRKs/18-19/0001/ 5. Renovation of Rugaaga HCIV structure, placenta pit and water tank in Ragaaga S/C Ref ISNS560/WRKs/18-19/00008/Lot1
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>There was evidence that all complete projects had environmental and social mitigation Certification forms completed, signed by the Environmental Officer and the CDO. However they lacked certification numbers</p> <ol style="list-style-type: none"> 1. Construction of 4 classroom block at Kankingi P/S in Kashumba S/C Ref. ISIN560/WRKs/18-19/00007/Lot2 signed on 21st May 2019 2. Construction of a Multi-purpose science block at St. Mary's Vocation Secondary School in Nyakitunda S/C Ref. ISIN560/WRKS/18-19/00014 Signed on 23rd May 2019 3. Construction of staff house at Kiyenje P/S in Kashumba S/C ISIN560/WRKS/18-19/00006/Lot1 signed on 21st May 2019 4. Up grading of Busheeka Health Centre 11 to 111 in Endiinzi S/C Ref MoHUgIFT/WRKs/18-19/0001/Lot 4 signed on 20th May 2019 5. Renovation of Rugaaga HCIV structure, placenta pit and water tank in Ragaaga S/C Ref ISNS560/WRKs/18-19/00008/Lot1 signed on 13th August 2019
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>Not all contract payment certificates included prior environmental and social clearance of the projects. These projects mentioned below were not cleared by the time of assessment</p> <ol style="list-style-type: none"> 1. Construction of 4 classroom block at Kankingi P/S in Kashumba S/C Ref. ISIN560/WRKs/18-19/00007/Lot2 2. Construction of a Multi-purpose science block at St. Mary's Vocation Secondary School in Nyakitunda S/C Ref. ISIN560/WRKS/18-19/00014 Signed on 3. Construction of staff house at Kiyenje P/S in Kashumba S/C ISIN560/WRKS/18-19/00006/Lot1 4. Up grading of Busheeka Health Centre 11 to 111 in Endiinzi S/C Ref MoHUGIFT/WRKs/18-19/0001/Lot 4 5. Renovation of Rugaaga HCIV structure, placenta pit and water tank in Ragaaga S/C Ref ISNS560/WRKs/18-19/00008/Lot1
<p>Maximum 6 points on this performance measure</p>		

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>The environmental Officer and the CDO did not avail any document to the assessor proving whether the monthly reports were compiled.</p>
<p>Maximum 6 points on this performance measure</p>		

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>There was evidence that the LG had budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7</p>	4
<p>Maximum 8 for this performance measure</p>	<p>Isingiro District Local Government had budgeted for ugx 9,072,908,000 for the FY as seen from the 'DLG approved budget estimates FY 2019/2020 generated on 23rd July 2019 at 10:10. (Page 31).</p>	<p>The wage bill provision covers 1,480 teachers for 189 schools in the current FY as indicated in the DLG Approved Annual work plan FY 2019/2020 generated on 23rd July 2019 at 10:01 (Page 131).</p>	
		<p>1,480/189= 8.</p>	
		<p>1,480 Teachers covering 189 primary schools giving an average of 8 teachers per school.</p>	

The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)

Maximum 8 for this performance measure

• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4

There was evidence that the LG deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than p.7) for the current FY.

Isingiro DLG staff list November 2019 showed a total of 1,407 teachers for 189 schools.

The assessment team visited 5 schools and found the following:

St. Mary's Ishaye P/S had 12 government paid teachers. The daily attendance of 25th November 2019 was 11 teachers. Kebirungi Grace was on sick leave. Ampaire Christine was requested for further abalysis but didn't have a personal file available and any posting instructions seen.

Gayaza Mixed P/S had 8 government paid teachers. Daily attendance indicated poor attendance of teachers or laxity in signing the book. For example; 20th November 2019, only 3 government paid teachers had signed. Ariyo Hindaya Jordan personal file was analysed, letter of transfer dated 9th February 2019, Ref. 12316, transferred from Kaberebere P/S to Gaya Mixed P/S with effect from 22nd February 2016.

Kakoma P/S had 9 government paid teachers and on 22nd November 2019 in the daily attendance register, only 7 teachers attended school. Natwera Everlyne was on sick leave and Atukwase Anne was on maternity leave. Namakula Sarah's personal file was analysed and letter titled "Lateral Transfer" dated 22nd August 2017, Ref 13132, and indicated transfer from Omwicwamba P/S to Kakoma P/S as Education Assistant with effect from 22nd August 2017.

Kaberebere Town P/S had 11 government paid teachers and the attendance of 25th November 2019 showed full attendance. Happy Reuben personal file was analysed. Letter titled "Lateral Transfer" dated 30th May 2018, File no. 13736 showed transfer from Kagogo United P/S to Kaberebere P/S.

Masha P/S had 9 government paid teachers and in the daily attendance register, there was full attendance. Tumusiime Hosea's personal file was analysed further and letter titled "Lateral Transfer" dated 1st February 2006, File no. 26168 indicated that he was transferred from Kagogo United P/S to Masha P/S effective 1st February 2006.

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision 	<p>There was evidence to show that the LG had partially filled the structure for primary teachers with a wage bill provision.</p>
<p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>Of the 1,480 teachers with a wage bill provision of ugx 9,072,908,000, the 'Isingiro DLG staff list November 2019' reviewed by the assessment team showed a total of 1,407 teachers in post. 1,407/1,480=95% structure filled.</p>
		<p>A request was made on the letter dated October 28th 2019, CR/115/1 to the Permanent Secretary to the treasury Ministry of finance, planning and Economic development "Request for the additional funds worth 1,331,183,881 (one Billion three hundred thirty one million, one hundred eighty three thousand, eight hundred eighty one shilling) for Isingiro district salaries" signed by Alice Asiimwe Rushure –CAO. Received stamp on 31st October 2019 by Ministry of Finance planning and economic development</p>
		<p>1. Education/primary wage projected shortage is ugx 475,997,001 (ugx 855,186,880 caters for other departments)</p>
		<p>In the recruitment plan dated 4th March 2019 by the DEO, more teachers will be recruited to cover schools with higher enrolments like Kashojwa P/S with 3,399 pupils, had only 12 government paid teachers which is not covered in the wage bill provision.</p>

<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>There was evidence to show that the LG had substantively filled all positions of school inspectors as per staff structure,</p>
<p>Maximum 6 for this performance measure</p>		<p>Structure had 2 inspectors as shown in the 'Approved and costed staff establishment for Isingiro District Local Government' 2nd November 2017. Ref ARC 135/306/01</p>
		<p>The positions included: Senior Inspector of schools and Inspector of schools. By the time of the assessment, both positions were filled as follows:</p>
		<p>Letter of appointment on promotion. Ref. CR/D/12264 to Yesigyemukama Charles, dated 25th February 2015 in minute no. 774/02/15 (e) as Inspector of schools in Isingiro district local government. Signed Eswilu Donath - CAO.</p>
		<p>Letter of appointment on promotion, Ref CR/D/10393 dated 8th May 2014, in minute no. 743/5/2014: (e) (1) as Senior Inspector of schools. Signed Kwizera Alex – CAO.</p>

<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>There was evidence seen that the LG education department submitted a recruitment plan for teachers for the current FY 2019/20..</p> <p>Letter dated 4th March 2019, to the CAO titled "Submission of staff positions to be included in the recruitment plan for Education Department for FY 2019/2020" submitted by Nkuba Godfrey – DEO.</p> <ol style="list-style-type: none"> 1. 30 head teachers 2. 120 Deputy head teachers 3. 30 Senior Education Assistants.
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<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>The positions for the Inspectors of school had already been filled.</p>
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Monitoring and Inspection

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>There was evidence that all the school Inspectors were appraised for the previous FY. There were 2 School Inspectors and all were appraised as follows;</p> <p>Amanyire Deogratias(CR/D/10393) Senior School Inspector was appointed on 8/05/2014 ref CR/D/10393) under DSC Min 743/5/2014(e)(1). He was appraised on 30/06/2019 by the DEO.</p> <p>Yesigye Mukama Charles(EDU/D/12264) Inspector of Schools was appointed on 25/02/2015 ref CR/D/12264 under DSC Min 774/02/15(e). He was appraised on 30/06/2019 by the DIS.</p>
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<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p>	<p>There was evidence that all head teachers were appraised for the previous calendar year 2018. There were 189 Schools and a sample of 10 head teachers were made as follows;</p>
<p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Primary school head teachers <ul style="list-style-type: none"> o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>Tushemerirwe Peninah Faus (EDU/12837) Head Teacher of Kibona Girls P/S was appointed on 11/02/2019 ref CR/160/1 under DSC Min 3096/2/2019(f)2. She was appraised by the Sub county Chief on 20/03/2019.</p> <p>Mubangizi Julius(EDU/D/11747) Head Teacher of Rwamurunga P/S was appointed on 28/11/2002 ref CR 160 under DSC Min 100/8/2002(a)1. He was appraised on 20/02/2019 by the Sub county Chief.</p> <p>Twesigye George(EDU/D/12067) Head Teacher of Nyabyondo P/S was appointed on 8/08/2008 ref CR/156/2 under DSC Min 191/06/2008(24). He was appraised on 25/02/2019 by the Subcounty Chief.</p> <p>Tumwine Evan (EDU/D/11644) Head Teacher of Rwambaga P/S was appointed on 29/03/2011 ref CR/156/2 under DSC Min 528/01/11. He was appraised on 27/02/2019 by the Sub county Chief.</p> <p>Ashitamigye Frank(EDU/D/12160) Head Teacher of Kamaaya P/S was appointed on 16/12/2014 ref CR/D/12160 under DSC Min 589/04/12(6). He was appraised on 11/03/2019 by the Subcounty Chief.</p> <p>Tumwesigye Godfrey(EDU/D/11536) Head Teacher of Mbaare P/S was appointed on 16/11/2015 ref CR/D/10725 under DSC Min 820/08/15(a)15. He was appraised on 20/02/2019 by the Sub county Chief.</p> <p>Ayebazibwe Beatrice (EDU/D/12356) Head Teacher of Katereera P/S was appointed on 1/12/2015 ref CR/160 under 848/11/15. She was appraised on 11/06/2019 by the Sub county Chief.</p> <p>Tuhamire Wisbert (EDU/D/12089) Deputy Head Teacher of Kankingi P/S was appointed on 1/12/2015 ref CR/160 under DSC Minute 848/11/15. He was appraised on 28/11/2018 by a Head Teacher of Buhungiro Demo.</p> <p>Byamungu Kyabaija Alfred(EDU/D/11331) Head Teacher of St. Peters Kyoga P/S was appointed on 28/11/2002 ref CR/160 under DSC Minute 98/8/2002(a)60. He was appraised on 24/12/2018 by the Town Clerk.</p> <p>Tibahwa Bonny (EDU/D/11569) Head Teacher of St. Joseph's Kyabirukwa was appointed on 19/10/2015 ref CR/D/10725 under DSC Min 820/08/15(a)15. He was appraised on 21/02/2019 by the Town Clerk.</p> <p>Nassali Janat (EDU/D/11925) Head Teacher of Rweiziringiro P/S was appointed on 16/11/2015 ref CR/D/10725 under DSC Min 820/08/15(a)11. She was appraised on 18/03/2019.</p>

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>There was no evidence that the LG Education department had communicated guidelines, policies, circulars issued by the national level in the previous FY 2018/2019</p> <p>The assessment team reviewed the circulars' file in the DEOs office and found the following three circulars for the last FY 2018/2019. No guidelines or policies were seen.</p> <ol style="list-style-type: none"> 1. Circular ADM/48/90/01, dated 19th June 2019, circular no. 16/2019 " Information to district Education Officers, District Inspector of schools, CCTs and Head teachers of the Government primary schools signed by Ismael Mulindwa. 2. Circular dated 13th May 2019 "Circular on year – end Procedure for FY 2018/2019, signed by Patrick Ocailap for permanent Secretary. 3. Circular EPD141/01 dated 23rd October 2018 "Construction of 54 primary schools under centralised modality of the Global partnership for Education (GPE) support to Uganda teachers and school effectiveness project (UTSEP) signed by Alex Kakooza – Permanent Secretary. <p>The assessment team did not see evidence of dissemination of these to the schools. Visits to the five schools of St. Mary's Ishaye P/S, Gayaza P/S, Kakoma P/S, Kaberebere Town P/S and Masha P/S did not provide any evidence either.</p>
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<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>There was inadequate evidence that the LG Education department had held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level.</p> <p>At district level, no evidence was given to the assessment team to show that the education department had disseminated guidelines, policies, or circulars.</p> <p>All the 5 schools visited of St. Mary's Ishaye P/S, Gayaza P/S, Kakoma P/S, Kaberebere Town P/S and Masha P/S showed no knowledge and/or did not provide copies of circulars seen at district.</p>
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<p>The LG Education Department has effectively inspected all registered primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 	<p>There was insufficient evidence that licenced or registered schools were inspected once a term.</p> <p>Isingiro District Local Government had 189 government primary schools and 72 private licenced/registered schools.</p> <p>The assessment team saw the inspection report for term III dated 28th December 2018 to the DEO, compiled by Senior Inspector of schools – Amanyire Deo. 172 both government and private schools were inspected.</p> <p>Inspection report for term I 2019 dated 30th May 2019 to the DEO. 156 both government and private schools were visited. Report submitted by Amanyire Deo.</p>
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- o 60 to 69% - score 3 Inspection report for term II 2019 dated 30th August 2019 to the DEO. Visited 193 both government and private schools were visited.
- o 50 to 59 % score 1 Submitted by Amanyire Deo.
- o Below 50% score 0. A total of 521 visits of government and private licenced schools instead of 783 visits were conducted. $521/783*100= 67\%$ school coverage.

Main issues discussed included: display of the UPE releases on the notice boards for all the schools, hygiene and sanitation, support supervision to the teachers, daily attendance for teachers, school enrollments, parents sensitizations and SMC meetings.

Visits to the 5 sampled schools showed less inspections had taken place as seen:

St. Mary's Ishaye P/S had inspection visit on 16th September 2018 for term III 2018 by Amanyire Deo. Term I 2019 inspection was conducted on 5th February 2019 by Amanyire Deo – Senior Inspector of schools. Term II 2019 inspection was conducted on 12th August 2019 by Natukunda Agatha – Education Officer. Improved documentation of senior women and men teachers, improve on the compound hygiene and make it talking compound, increase support supervision for the teachers and record keeping were some of the recommendations included in the inspection reports.

Gayaza Mixed P/S inspection visit was conducted on 27th September 2018 for term III 2018 by Amanyire Deo. Term I 2019 inspection was conducted on 5th February 2019 by Amanyire Deo – Senior Inspector of schools. Term II 2019 inspection was conducted on 10th July 2019 by Natukunda Agatha – Education Officer. Main recommendations included: ensuring hand washing facilities are provided, security for school records is kept and display of UPE funds on the notice board must be done.

Kakoma P/S had inspection visit conducted on 17th October 2018 for term III 2018 by Yesigyemukama Charles. Term II 2019 inspection was conducted on 20th February 2019 by Denis Kacoco – Associate Assesors. Term II 2019 inspection was conducted on 24th July 2019 by Natkunda Agatha – Education Officer. The school should improve on sanitation and record keeping, support supervision to the teachers and improve on staff meetings were some of the recommendations made.

Kaberebere Town P/S had been visited on 22nd October 2018 for term III 2018 by Natkunda Agatha. Term I 2019 visit was conducted on 7th March 2019 by Yesigyemukama Charles. On 24th July 2019, inspection was conducted for term II 2019 by Natkunda Agatha – Education Officer. Hand washing facilities to be availed, record keeping, display of UPE funds were some of the recommendations indicated in the report.

Masha P/S had been visited on 26th October 2018 for term III 2018 by Yesigyemukama Charles. On 27th March 2019, inspection was conducted for term I 2019 by Denis Kacoco – Assessor Associate. Inspection report for term II 2019 was not seen in the file. Regular support supervision for the school teachers, ensuring proper hygiene and sanitation were the recommendations made in the report.

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>There was inadequate evidence that the Education department had discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY. For example</p> <p>In the departmental meeting held 12th December 2018 attended by 5 members. Inspection report for term III 2018 was discussed in minute 10/Educ/2018, discussed quarterly tools used for the inspection to be from the DES. This is the tool that could be more appropriate. Adherence to school calendar, support supervision for the teachers and scheming as per curriculum.</p>
<p>Maximum 10 for this performance measure</p>		

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>There was inadequate evidence that the LG Education department had submitted school inspection reports to the Directorate of Education Standards (DES) as shown below:</p> <p>Inspection acknowledgement form for term III 2018 and term I 2019 dated 6th September 2019, received by Kirenda Winnie – Secretary DES and delivered by Amanyire Deo - DIS</p> <p>The inspection report for term II 2019 was not submitted by the time of the assessment.</p>
<p>Maximum 10 for this performance measure</p>		

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>There was inadequate evidence that the inspection recommendations were followed-up.</p> <p>In 3 out of 5 schools visited, no evidence of utilization of inspection recommendations was shown to the assessment team except in Gayaza P/S where the deputy head teacher in a meeting of 11th February 2019 attended by 17 teachers in minute 2(a)/2019, discussed findings from the inspection of 5th February 2019 (term I 2019). Out of that meeting, they resolved to be keen on displaying UPE release and having joint support supervision for teachers between the head teacher and deputy head teacher.</p> <p>In Kaberebere Town P/S, meeting held on 21st August 2019, the head teacher in minute 1/August/2019 discussed the inspection report (term II 2019 written on 24th July 2019) and resolved to have regular support supervision for the teachers and managing hygiene and sanitation in the school.</p>
<p>Maximum 10 for this performance measure</p>		

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>There was evidence that the LG had submitted accurate/consistent school numbers</p> <p>Isingiro District Local Government had a total of 189 schools listed in the enrollment data template received by the office of the Commissioner Education Planning on November 2018. This was the same number of schools in the MoES 2019/2020 Enrollment data</p> <p>Sampled names of schools in both records seen.</p> <p>Busheka P/S</p> <p>Rutsya P/S</p> <p>Karungi P/S</p> <p>Katanzi P/S</p> <p>Kayonza P/S</p>
<p>Maximum 10 for this performance measure</p>		

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>There was evidence that LG submitted accurate/consistent data.</p> <p>Isingiro DLG had a total enrolment of 86,717 for 2019 according to the enrolment data template dated November 2018. This was the same enrollment figures in the MoES 2019/2020 Enrolment data.</p> <p>The following schools had the same enrollment figures in both records as shown below:</p> <p>Busheka P/S – 441 MoES - 441</p> <p>Rutsya P/S – 379 MoES - 379</p> <p>Karungi P/S – 236 MoES - 236</p> <p>Katanzi P/S – 378 MoES - 378</p> <p>Kayonza P/S – 101 MoES - 101</p>
<p>Maximum 10 for this performance measure</p>		

Governance, oversight, transparency and accountability

The LG committee responsible for education met, discussed service delivery issues and pre-sented issues that require approval to Council

Maximum 4 for this performance measure

• Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2

The Committee responsible for education met on **23rd August 2018**. Under Min.05/8/2018, the DEO reported that 230 schools had been inspected in both government and private schools. Illegal private schools were found to still be open despite notice to close. The Committee requested school Inspectors to close all private schools that do not meet the minimum requirements. The DEO also noted rampant failure to follow the school calendar and absenteeism of teachers. The DEO also informed Members that they were in the process of recruiting Head Teachers, Deputies and Senior Education Assistants.

Meeting held on **12th October 2018**, the DEO under Min.06/10/2018 presented the plight of Endiinzi P/S, a school with 700 Pupils but with only 40 desks. This therefore meant that 19 pupils share a desk. The Committee recommended that the problem be handled as an emergency because the situation is alarming.

Another meeting was held on **4th December 2018** (no minute nos). The DEO informed members that there was inadequacy of furniture in schools constructed by World Bank. The Committee recommended a joint visit to these schools to assess the situation. Also to note was the poor conduct of Head Teachers of Kigabagaba and Kyeirumba Moslem Primary Schools. The DEO was tasked to handle the matter selectively.

During the meeting held on **14th February 2019**, under Min.05/2/2019, the DEO informed members about prioritizing the seed school, which was a Presidential pledge against all other projects in the FY. He also requested for more funding from local revenue for effective coordination of services.

During the meeting held on **16th May 2019**, under Min.05/07/2018/2019, the education department presented its budget. This was approved and recommended for presentation to Council.

The LG committee responsible for education met, discussed service delivery issues and pre-sented issues that require approval to Council

Maximum 4 for this performance measure

• Evidence that the education sector committee has presented issues that require approval to Council: score 2

There was evidence that the education sector committee presented issues that required approval to Council. For instance during the council meeting held on **7th September 2018**, under Min.09/09/18/19/FC, Council resolved that all drunk Teachers be brought before Council for counseling and that those that absent themselves be disciplined by the CAO. This had been discussed in the committee meeting held on 23rd August 2018 under Min.05/8/2018.

During the Council meeting held on **2nd November 2018** under Min.8/11/18/19/FC, Council approved the Committee recommendation to prioritize the construction and rehabilitation of a seed school St. Mary's School at Ruborogota after the Presidential pledge over all other education projects in the FY. This recommendation came from the committee meeting held on 14th February 2019 under Min.05/2/2019.

On **May 30th 2019**, the Council under Min.6/5/18/19/FC approved the Annual work plan and Budget that the sector presented after discussing in the committee meeting held on 16th May 2019 under Min.05/07/2018/2019

Primary schools in Evidence that all primary There was evidence that all primary schools had functional SMCs

a LG have functional SMCs

Maximum 5 for this performance measure

schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)

- 100% schools: score 5
- 80 to 99% schools: score 3
- Below 80 % schools: score 0

The SMC files at the DEOs office had photocopies of SMC meeting minutes, letters of confirmation and approval of the committees and nomination minutes. The assessment team randomly reviewed files which showed the following:

- a) Kakoma P/S, 12 SMC members were approved by District Council's Standing Committee responsible for Education in the letter titled "Appointment of the School Management Committee 2018 – 2020" dated 26th February 2018, signed by Nkuba Godfrey - DEO
- b) Kibona girls P/S, 12 SMC members were approved by District Council's Standing Committee responsible for Education in the letter titled "Appointment of the School Management Committee 2018 – 2020" dated 26th February 2018, signed by Nkuba Godfrey – DEO.
- c) Rukonje P/S, 12 SMC members were approved by District Council's Standing Committee responsible for Education in the letter titled "Appointment of the School Management Committee 2018 – 2020" dated 26th February 2018, signed by Nkuba Godfrey – DEO. received the same letter

All the SMC committees of the sampled schools are effective 26th February 2018.

The assessment team visited 5 schools for further verification. Each school had an SMC composed of 12 members, meetings were taking place per term with key issues discussed being UPE budget, Treasurers reports, work plan approvals, PLE results, Absenteeism of teachers and inspection recommendations among others as shown below:

St. Mary's Ishaye P/S had 12 (5 women) members in the SMC with the representation of 2 women from the foundation body. The SMC conducted a meeting in term III on 22nd November 2018, attended by 10 members. Term I 2019 meeting was conducted on 20th February 2019 and attended by 14 members. Term II 2019 meeting conducted on 24th May 2019 and attended by 11 members. All the meeting minutes were signed by the chairperson (Ms Kyasiire Justine) and recorded by Bananuka Moses.

Gayaza Mixed P/S had 12 (4 women) in the SMC committee. 2 women from the foundation body. Meeting for term III 2018 was conducted on 29th November 2018 attended by 10 members. Term I 2019 meeting was conducted on 26th April 2019 and attended by 9 members. Term II 2019 meeting was conducted on 20th June 2019 and attended by 12 members. Chairperson to all the meetings was Ayorekire Fredrick.

Kakoma P/S had 12 (3 women) members in the SMC meeting. 2 women from the foundation body. Term III 2018 meeting was conducted on 4th December 2018 and attended by 11 members. Term I 2019 meeting was conducted on 27th February 2019, attended by 14 members. Term II 2019 meeting was conducted on 21st June 2019 and attended by 9 members. The meetings were chaired by the chairperson of the SMC committee (Monday Deus).

Kaberebere Town P/S had 12 (4 women) in the SMC committee. 2 women from the foundation body. Term III 2018 meeting was conducted on 30th November 2018, attended by 15 members. Term I 2019 meeting was conducted on the 2nd April 2019, attended by 14 members. Term II 2019 meeting was conducted on 19th June 2019 and attended by 15 members.

Masha P/S had 12 (6 women) SMC members. 2 women from the

foundation body. Term III 2018 was conducted on 3rd December 2018, attended by 9 members. Term I 2019 meeting was conducted on 21st February 2019 and attended by 12 members. Term II 2019 minutes were not seen

3

The LG has publicised all schools receiving non- wage recurrent grants

Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3

There was evidence to show that the LG publicized all schools receiving non-wage grants

Isingiro district local government UPE IPFs FY 2018/2019 for term III, I, II was displayed at the Education Department notice board and district notice board .

Maximum 3 for this performance measure

All the 5 sampled schools had publicized non- wage transfers on the head teacher's office walls for the last FY 2018/2019.

For example:

St. Mary's Ishaye P/S, term III 2018 – ugx 1,815,929, term 2019 – ugx 1,815,929, term II 2019 – ugx 1,815,929.

Gayaza Mixed P/S, term III 2018 – ugx 1,177,776, term I 2019 ugx 1350000, term II 2019 – ugx 1,405,345.

Kakoma P/S, term III 2018 – ugx 1,128,939, Term I 2019 and term II 2019 had the same amount of – ugx 1,128,939.

Kaberebere Town P/S, term III 2018 – ugx 2,000,000, term I 2019 – ugx 2,038,664, term II 2019 – ugx 2,038,664.

Masha P/S, term I 2019 – ugx 857,900, term II 2019 – ugx 1,074,000.

Procurement and contract management

4

The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,

• Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4

to the Procurement Unit that cover all items in the approved Sector annual work plan and budget

There was evidence that the sector submitted procurement in put to the Procurement Unit that cover all investment items in the approved sector annual work plan and budget on time by April 30th.

Submission of the document titled “Education sector Procurement Plan for FY 2019/2020” dated 20th March 2019, submitted by DEO and received and signed by Head of Procurement and Disposal Unit, Isingiro District Local Government. Mainly on construction of class rooms and desk supplies

Maximum 4 for this performance measure

Financial management and reporting

The LG Education department has certified and initiated payment for supplies on time	Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.	<p>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment:</p> <p>Examples:</p> <p>(i) A payment request was submitted on 20th May, 2019, certification and approval was done on 31st May, 2019 by CAO and DEO. Actual payment was effected to M/s Kwed Construction Limited for shs 46,190,628 on voucher number 01 dated 5th June, 2019 in respect of construction of 4 class rooms with 72 three seater twin desks at Kiyenje and Nyabubare Primary Schools in Kashumaba and Rugaaga sub counties respectively.</p> <p>(ii) A payment request was submitted on 18th June, 2019, certification and approval was done on 18th June, 2019 by CAO and DEO. Actual payment was effected to M/s Kwed Construction Limited for shs 82,587,994 on voucher number 11 dated 21st June, 2019 in respect of construction of 4 class rooms with 72 three seater twin desks at Kempara and Kankingi Primary Schools in Mbaare and Kashumba sub counties respectively under Interim Certificate number 03 dated 18th June, 2019.</p> <p>(iii) A payment request was submitted on 31st May, 2019, certification and approval was done on 31st May, 2019 by DEO and CAO on 5th June, 2019. Actual payment was effected to M/s Kwed Construction Limited for shs 59,427,396 on voucher number 02 dated 5th June, 2019 in respect of construction of 4 class rooms with 72 three seater twin desks at Kayonza and Ngoma Primary Schools in Nyamuyanja and Nyakitanda sub counties respectively under certificate number 02 dated 28th May, 2019.</p>
Maximum 3 for this performance measure		

The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	There was no evidence that the education department had submitted the annual performance report for the previous FY 2018/2019 (including all four quarterly reports) to the Planner by mid-July for consolidation.
Maximum 4 for this performance measure		

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>Evidence that the sector provided information to the internal audit on the status of implementation of all audit findings for FY 2018/2019:</p> <p>Total number and nature of queries raised Total number and nature of queries cleared Total number and nature of queries pending</p> <p>10 10 10</p> <p>There were in total ten queries that were raised by the Internal Auditor during FY 2018/2019 all of which were not followed up and addressed. Quarter one had 2 queries, Quarter two had 2 queries, Quarter three had 4 queries and Quarter four had 2 queries.</p> <p>Whereas the quarterly internal audit reports were timely produced, they were not acted on as provided by the Local Government Act, CAP 243. The LGPAC was not functioning in accordance with established procedures. The IAG's letter dated 15th November, 2019 under reference II A 50/260/01 reminded the Accounting Officer on the treatment of the audit findings and also advised the AO to take appropriate action not later than 15th December, 2019. The Education Sector did not respond to the queries under reference as there was no evidence to that effect.</p>
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Social and environmental safeguards

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>There was inadequate evidence that the LG Education department in consultation with the gender focal person had disseminated gender guidelines.</p> <p>Letter to all head teachers dated on 4th March 2019, by Nkuba Godfrey – DEO, titled “guidelines on Gender sensitivity.” It was to notify all the head teachers that all committees should bear gender sensitive where females are included, that the senior women/men should meet children for mentorship with emphasis of their expectation.</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>There was no evidence that LG Education department in collaboration with gender department had issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools.</p> <p>No evidence was provided to the assessment team to show that the education and gender departments had disseminated guidelines on managing sanitation for girls and PWD</p>

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p>	<p>• Evidence that the School Management Committee meets the guideline on gender composition: score 1</p>	<p>There was evidence that the School Management Committees met the guideline on gender composition of at least two women belonging to Foundation Bodies (as per 2008 Education Act) as shown in the school findings below:</p>
<p>Maximum 5 points for this performance measure</p>		<p>St. Mary's Ishaye P/S had 12 (5) members in the SMC with the representation of 2 women from the foundation body.</p>
		<p>Gayaza Mixed P/S had 12 (4 women) in the SMC committee. 2 women from the foundation body.</p>
		<p>Kakoma P/S had 12 (3 women) members in the SMC meeting. 2 women from the foundation body.</p>
		<p>Kaberebere Town P/S had 12 (4 women) in the SMC committee. 2 women from the foundation body.</p>
		<p>Masha P/S had 12 (6 women) SMC members. 2 women from the foundation body.</p>

<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p>	<p>• Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1:</p>	<p>There was evidence that the LG Education department in collaboration with Environment department had issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education).</p>
<p>Maximum 3 points for this performance measure</p>		<p>Out of 5 primary schools visited, 2 schools (Masha P/S and Gayaza P/S) reported to have an active environmental clubs, however, there was no evidence to check their existence.</p>
		<p>In the DEO's letter to all the head teachers dated 4th February 2019 titled "Environmental Conservation/Management" he reminded all head teachers to plant trees, flowers, footpaths, form environmental protection clubs, check on compound management and establish rubbish pits for collecting plastics, polythene and glasses to ensure clean environment. In all the five schools visited of St. Mary's Ishaye P/S, Gayaza P/S, Kakoma P/S, Kaberebere Town P/S and Masha P/S, this letter was received and discussed in the staff meetings.</p>

<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>There was evidence that the LG Education department in collaboration with Environment department had issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education).</p> <p>Training held on 10th November 2019, conducted from Kyabirikwa sister's hall. Trained 101 teachers, 49 male and 52 women. The training included: environment management (compound management, establishing rubbish pits, WASH program, separating the latrines for female and male and also tree planting for shades at school.</p> <p>Out of 5 primary schools visited, 2 schools (Masha P/S and Gayaza P/S) reported to have an active environmental clubs, however, there was no evidence to check their existence.</p> <p>In the DEO's letter to all the head teachers dated 4th February 2019 titled "Environmental Conservation/Management" he reminded all head teachers to plant trees, flowers, footpaths, form environmental protection clubs, check on compound management and establish rubbish pits for collecting plastics, polythene and glasses to ensure clean environment. In all the five schools visited of St. Mary's Ishaye P/S, Gayaza P/S, Kakoma P/S, Kaberebere Town P/S and Masha P/S, this letter was received and discussed in the staff meetings.</p> <p>The Environmental Office carried out screening of the school infrastructure projects before approval for construction as mentioned below;</p> <ol style="list-style-type: none"> 1. Construction of 4 classroom block at Kankingi P/S in Kashumba S/C and the recommendations were planting of trees and vegetation cover e.g. grass, generation of solid waste, putting in place drainage system, provide the workers with protective gears live gum boots, helmets, water harvesting tank to avoid run offs, ramp construction for the PWDs, lighting arrest installation, clearing of the site, fencing of the site and not allowing an authorised people to have access dated 21st August 2018 2. Construction of a Multi-purpose science block at St. Mary's Vocation Secondary School in Nyakitunda S/C and the recommendations were putting in place good mechanism to ensure good water drainage system, put up sign post for the community to be aware that construction is on-going, installation of the lighting arrest on the building, provide the workers with protective gears live gum boots, helmets, ramp construction for the disabled people, solid waste cleaning, re vegetation cover as in grass and planting of a multi-purpose tress, clearing the side after work, walk ways demarcations (path), contractor should fence the site and also not allow the an authorised people to come to the site dated 13th Augusta 2018 3. Construction of staff house at Kiyenje P/S in Kashumba S/C and the recommendations were planting of trees and grass to recover the lost during construction, site fencing to avoid trespassers and accidents, ramp construction for the disabled persons, provide the workers with protective gears live gum boots, helmets, set up talking sign posts for the community so that they are aware on what is going on, clearing the site after work, installation of lighting arrest, dated 13th August 2018
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LG Education department has ensured that guidelines on environmental management are disseminated and complied with

- The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 1

The Environmental Officer and the Community Development Officer did not provide the assessor with any document proving that they carried out site visit to check whether the mitigation plans were complied with

Maximum 3 points for this performance measure

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>There was evidence that the LG filled the structure for primary health workers with a wage bill provision from PHC wage for FY2019/20.</p> <p>The district had an approved staffing of 820 staff covering DHO office, 4 HCIVs, 17 HCIIIs and 33 HCIs. Of these, only 382 positions were filled, hence a staffing level of 46.6%.</p> <p>The district received Ugx.4,097,687,000/= for PHC Wage in FY2018/19 and spent all (100%) on health worker wage (FY 2018/19, quarter 4 report Page 17). Thus, there were no funds to recruit staff in FY2018/19. In FY2019/20, Ugx. 4,229,316,000/= was budgeted for PHC wage, an addition of Ugx. 131,629,000/=.</p> <p>Accordingly, the district had advertised for recruitment of 30 health workers, shortlisting had been done (16th and 17th July 2019 for enrolled midwives and 20th, 21st and 27th August 2019 for enrolled nurses) and oral/aptitude interviews had already been conducted (on 6th November 2019) at the time of the assessment.</p> <p>It was evident that the district had put in efforts to recruit staff using the available PHC wage funds. However, a wage analysis done in September 2019, basing on actual salaries paid, showed a projected wage shortfall of 570,822, 289/=. The district had written to Ministry of finance for additional funds for Wage (letter to PS, MOFPED, dated 29th October 2019, ref: CR/115/1).</p>	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re- quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>There was evidence that the health department submitted a recruitment request to HRM for FY2019/20 to cover some vacant positions, as guided by available PHC Wage funds.</p> <p>A letter (Ref: CR/161/1) was submitted to and received (15th July 2019) by the Chief Administrative Officer. It requested for recruitment of 64 staff, including 15 nurses and 8 midwives. Subsequently, the district advertised for recruitment of 30 health staff on 5th April 2019 and interviews were in progress at the time of the assessment.</p>	6

The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted

Evidence that the all health facilities in-charges have been appraised during the previous FY:

- o 100%: score 8
- o 70 – 99%: score 4
- o Below 70%: score 0

Maximum 8 points for this performance measure

There was evidence that all Health Facility In-charges were appraised for the previous FY. There were 55 Health Centers, a sample of 10 were assessed and all were appraised as follows;

Akankwasa Johnson (CR/D/10279) In-charge of Ngarama HC III was appointed on 10/01/2011 ref CR/D/10279 under DSC Min 497/11/10(f)(v). He was appraised on 1/07/2019 by the SMO.

Niwamanya Julius (CR/D/11000) In-charge of Rwantaha HCII was appointed on 4/12/2018 under DSC Min 3062/11/2018(a)6. He was appraised on 10/06/2019 by SMO.

Kyomugisha Mellow (CR/D/10992) In-charge of Rwamwijuka HCII was appointed on 4/12/2018 ref CR/160/1 under DSC Min 3062/11/2018(a)5. She was appraised on 27/06/2019.

Mujinya Gordon Nkoley (CR/D/10719) In-charge of Endiinzi HCIII was appointed on 20/08/2012 ref CR/D/10179 under DSC Min 606/06/12(a)ii. He was appraised on 21/08/2019 by the DHO.

Ahimbisibwe Magezi Richard (CR/D/10367) In-charge of Mabona HCII was appointed on 4/02/2013 ref CR/156/1 under DSC Min 653/01/139b(1). He was appraised on 30/07/2019 by the SMO.

Seth Ampurira (CR/D/10890) In-charge of Kyeirumba HC III was appointed on 4/02/2013 ref CR/156/1 under DSC Min 653/01/13(c)2. He was appraised on 12/07/2019 by the Town Clerk.

Ahebwa Prossy (CR/D/10894) In-charge of Kanywamaizi HC III was appointed on 9/05/2018 ref CR/160/1 under DSC Min.3007/3/2018. She was appraised on 11/06/2019 by the MO.

Atwine Imelda (CR/D/10361) In-charge of Nshungyezi HCIII was appointed on 15/01/2007 ref CR/D/10366 under DSC Min 264/12/2006(i). She was appraised on 11/07/2019 by the Clinical Officer.

Biira Yayeri (CR/D/10661) In-charge of Rubondo HCII was appointed on 2/10/2009 ref CR/10661 under DSC Min 331/06/09(2). She was appraised on 31/06/2019 by the SMO.

Mugerwa Enoch (CR/D/10969) In-charge of Rugaaga HC IV was appointed on 8/05/2014 ref CR/D/10969 under DSC Minute 743/5/2014(b)(1). He was appraised on 26/07/2019 by the DHO.

The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.

- Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4

There was evidence that the health department had deployed health workers in line with the lists submitted with the budget for FY2019/20.

Rwekubo HCIV: PBS list (28) Actual deployed (29)

Kabuyanda HCIV: PBS (33 staff) Vs Actual deployed (36 staff)

Nyakitunda HCIII: PBS (12 staff) Vs Actual deployed (11 staff)

Ruhiira HCIII: PBS (10 staff) Vs Actual Deployed (8 staff)

Nyarubungo HCIII: PBS (18 staff) Vs Actual Deployed (14 staff)

The district explained that there had been inter-facility transfers hence the deviations between PBS list (June 2019) and actual deployment at facilities (November 2019)

Maximum 4 points for this performance measure

Monitoring and Supervision

The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities

- Evidence that the DHO/MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3

There was inadequate evidence, that the DHO had communicated guidelines, circulars and policies issued by the national level to health facilities.

There was no hard copy of the Sector Grant and Budget guidelines FY2019/20 at the DHO office. Soft copies had been shared by MOH and had been shared with facilities on WhatsApp (on 25th November 2019). The facilities acknowledged receiving the soft copies on WhatsApp. **Only one facility, Kabuyanda HCIV, had a printed/hard copy for easy of reference.**

The DHO was encouraged to ensure wide dissemination through printing and availing hard copies to each facility.

Whereas the PHC guidelines were shared, it was noted that they were shared but very late.

Maximum 6 for this performance measure

0

The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities

- Evidence that the DHO/MHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3

There was no evidence that the DHO had explained guidelines, policies or circulars to health unit In-charges.

There was no correspondence seen to this effect. This was also lacking in minutes of DHMT/ In-charges' meetings reviewed.

Maximum 6 for this performance measure

0

The LG Health Department has effectively provided support supervision to district health services

Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3

There was evidence that DHT had supervised all HC IVs at least once in a quarter.

Isingiro DLG had 4 HCIVs (Rugaaga HCIV, Nyamuyanja HCIV, Rwekubo HCIV and Kabuyanda HCIV)

All these 4 facilities were visited at least once a quarter in FY2018/19.

Quarter 1: Report dated 25th September 2018 – 11 health facilities visited

Quarter 2: Report dated 19th October 2018- 17 health facilities visited.

Quarter 3: Report dated 29th January 2019 – 11 health facilities visited.

Quarter 4: Report dated 4th June 2019 – 10 health facilities visited.

For all quarters, all the 4 HCIVs were reached.

Maximum 6 points for this performance measure

The LG Health Department has effectively provided support supervision to district health services

Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:

- Isingiro District had 3 HSDs:
- Bukanga HSD headed by Rugaaga HCIV,
- Isingiro North HSD headed by Rwekubo HCIV/ Nyamuyanja HCIV and
- Isingiro South headed by Kabuyanda HCIV.

There was evidence that some of the lower level units were not supervised during FY2018/19.

Isingiro South and Isingiro North HSDs were visited.

At Kabuyanda HCIV, only 6 out of 20 facilities were supervised last year. At Rwekubo and Nyamuyanja HCIV, 14 out of 15 facilities were supervised.

Therefore, a total of 20 out of 35 facilities were supervised (57.1%)

Maximum 6 points for this performance measure

• If 100% supervised: score 3

• 80 - 99% of the health facilities: score 2

• 60% - 79% of the health facilities: score 1

• Less than 60% of the health facilities: score 0

The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up

• Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4

There was no evidence that quarterly reports had been discussed and recommendations made.

Minutes of DHMT meetings were reviewed and only the quarter 2 support supervision report was discussed in a meeting that sat on 12th November 2018 (Min10/11/2018).

There was no evidence presented that the other 3 quarterly supervision reports had been discussed.

Maximum 10 points for this performance measure

0

0

The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up

- Evidence that the recommendations are followed up and specific activities undertaken for correction: score 6

There was no evidence that the recommendations from support supervision findings were followed up and specific actions taken.

There were no monitoring or progress reports and no mention of progress of actions in the DHMT meeting minutes reviewed.

Maximum 10 points for this performance measure

The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH

- Evidence that the LG has submitted accurate/consistent data regarding:

- o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10

There was evidence that the LG had submitted consistent information regarding list of facilities receiving PHC which was consistent with both HMIS reports and PBS.

According to LG approved budget estimates, FY2019/20, (Page 24 – 28), 5 PNFP facilities and 54 government facilities were budgeted to receive PHC funding.

The district HMIS facility list (according to MOH HMIS list of reporting facilities and the district facility list), 77 health facilities regularly reported on HMIS data. **All the 54 government facilities reported. 9 PNFPs reported regularly, including the 5 PNFPs that received PHC funding.** Whereas 14 PFP facility reported on HMIS, none were approved to receive PHC funding.

Maximum 10 for this performance measure

The evidence shows that the LG submitted consistent and accurate information.

10

Governance, oversight, transparency and accountability

The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council

- Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2

The committee responsible for health met on **12 October 2018** and under Min.6/10/2018, the DHO informed members about immunization of DPT – Hepatitis B that was on-going and thanked the government for providing mosquito nets. He thanked the Woman MP for providing the vaccines and recommended that Council writes an appreciation to the MP.

On **4th December 2018** (no minute no.) the DHO informed members that PHC funds were received in all health facilities. That the District had outsourced 2 Doctors in an effort to bridge the gap in staffing. He informed members that Nyamiyanja, Rugaaga and Rwekubo HC IVs don't have anesthetic Officers. Members recommended that this be forwarded to Council.

During the meeting of **14th February 2019**, under Min.05/2/2019, DHO presented a progress report on all implemented projects and also informed members that the third dose of Hepatitis B virus vaccination had been received. He also highlighted some challenges in the department such as absence of a permanent water supply at Rwekubo HCIV, outbreak of rift valley fever that had killed 4 people with confirmed cases and also about the HUMC Chairpersons without appointment letters.

During the Committee meeting of **16th May 2019**, under min.no. 05/07/2018/2019, the DHO presented the department work plan and budget to members for discussion. It was approved for presentation to Council.

Maximum 4 for this performance measure

The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council

- Evidence that the health sector committee has presented issues that require approval to Council: score 2

There was evidence that the health sector committee had presented issues that required approval to Council. For Instance; during the Council meeting held on **27th February 2019**, under Min.04/02/18/19/FC, Council resolved that the DWO approaches UNICEF to solicit for support on the issue of Rwekubo HC IV that was reported not to have a permanent water supply. This issue had been presented in the committee meeting of 14th February 2019 under Min.05/2/2019

On **May 30th 2019**, the Council under Min. 6/5/18/19/FC approved the Annual work plans and Budget that the committee presented after discussing in the committee meeting held on 16th May 2019 under Min. 05/07/2018/2019.

Maximum 4 for this performance measure

The Health Unit Management Committees and Hospital Board are operational/functioning	Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):	There was evidence that health facilities had functional HUMCs. It was also evident that HUMCs discussed mobilisation, allocation and utilisation of resources, as evidence from selected health facilities below that were visited
Maximum 6 points	<ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>Rwekubo HCIV:</p> <p>During FY2018/19 quarter 1 meeting (dated 13th September 2018), the HUMC reviewed and discussed budget for FY2018/19 e.g. allowance for HUMC meeting increased from Ugx.10,000/= to Ugx. 20,000/=.</p> <p>Kabuyanda HCIV:</p> <p>During FY2018/19 quarter 4 meeting (dated 12th June 2019), the HUMC reviewed, discussed and approved budget for FY2019/20</p> <p>Nyakitunda HCIII:</p> <p>During FY2018/19 quarter 4 meeting (dated 13th June 2019), the HUMC reviewed and discussed the financial report, including accountability for part of PHC funds of Ugx.450,000/=.</p> <p>Ruhiira HCIII:</p> <p>During FY2018/19 quarter 1 meeting (dated 18th September 2018), the incharge presented PHC budget to HUMC. PHC had been reduced to Ugx. 742,947/=.</p> <p>Nyarubungo HCIII:</p> <p>During FY2018/19 quarter 3 meeting (dated 01st February 2019), the HUMC reviewed, discussed and approved budget for FY2019/20</p>

The LG has publicised all health facilities receiving PHC non-wage recurrent grants	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>There was evidence that the LG had publicized all health facilities that received PHC NWR funds.</p> <p>This list was displayed at the DHO office. In addition, the facility PHC quarterly releases and receipts were displayed at facility noticeboards.</p> <p>The list of facilities that received PHC for quarter 2 FY2019/20 was displayed and included a total of Ugx.100,788,963/= distributed across 59 health facilities including:</p> <p>Kabuyanda HCIV – 7,808,000/=</p> <p>Rwekubo HCIV – 7,355,247/=</p> <p>Nyakitunda HCIII – 2,229,048/=</p> <p>Ruhiira HCIII – 2,229,048/=</p> <p>Nyarubungo HCIII – 2,229,048/=</p> <p>Previous lists had been removed from the noticeboard and filed.</p>
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The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget

- Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2

There was evidence that the health department had submitted input into the procurement plan to PDU that cover investment items in the approved annual work plan.

A copy of the procurement was seen, submitted to PDU on 4th April 2019.

The plan included completion of pit latrine at Rwantaha HC, procurement of office furniture, building of 3 junior staff houses at Ruborogota HCIII. It also included projects that were subsequently centralized to MOH e.g. building staff houses at Busheeka HCIII (500m), building storeyed block of 6 staff houses at Kabuyanda HCIV (1.5billion), building 2 senior staff houses at Kyarugaju HCIII, among others

Maximum 4 for this performance measure

The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget

- Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2.

There was evidence that the health department submitted procurement requests to PDU.

Copies of procurement requests were presented and seen; all within the 1st quarter of FY2019/20 e.g. request for building of 3 junior staff houses at Ruborogota HCIII was submitted and received on 13th August 2019.

Maximum 4 for this performance measure

The LG Health department has certified and initiated payment for supplies on time

- Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.

The LG Health departments timely (as per contract) certified and recommended suppliers for payment:

Example: (i) M/s Tusu Petrol Uganda Limited was paid shs 2,587,500 on voucher number 001 of 7th January, 2019 in respect of completion of supply of fuel to the Health Department during control of Rift Valley Fever. Initiation of payment was done on 3rd January, 2019 and recommendation effected on 4th January, 2019 by the DHO and CAO. Receipt number 1542 dated 11th January, 2019 was issued by the service provider.

(ii) A payment request was submitted on 15th April, 2019, certification and recommendation for payment was done on 2nd May, 2019 by DHO and CAO on 8th May, 2019. Actual payment was effected to M/s Kwed Construction Limited for shs 38,384,928 on voucher number 3 dated 24th May, 2019 in respect of renovation for structures, construction of a placenta pit and supply of water tank at Rugaaga HC IV in Rugaaga sub county under interim certificate number 01 dated 26th April, 2019. Receipt number 115 dated 30th June, 2019 was issued by the contractor to the district.

(iii) A payment request was submitted on 14th June, 2019, certification and recommendation for payment was done on 20th June, 2019 by CAO and DHO. Actual payment was effected to M/s Kwed Construction Limited for shs 201,307,931 on voucher number 34 dated 21st June, 2019 in respect of up grading of Busheka Health Centre II to Health Centre III in Endiinzi sub county. (Payment for Interim Certificate 01).

Maximum 4 for this performance measure

Financial management and reporting

The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit

- Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4

There was no evidence that the health department had submitted the annual performance report for the previous FY 2018/2019 (including all four quarterly reports) to the Planner by mid-July for consolidation.

0

Maximum 4 for this performance measure

<p>LG Health department has acted on Internal Audit recommendation (if any)</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p>	<p>Evidence that the sector provided information to the internal audit on the status of implementation of all audit findings for FY 2018/2019:</p>
<p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • If sector has no audit query: Score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points • If all queries are not responded to Score 0 	<p>Total number and nature of queries raised Total number and nature of queries cleared Total number and nature of queries pending</p> <p>5 5 5</p> <p>There were in total five queries that were raised by the Internal Auditor during FY 2018/2019 all of which were not followed up and addressed. Quarter one had 1 query, Quarter two had no query, Quarter three had no query and Quarter four had 4 queries.</p> <p>Whereas the quarterly internal audit reports were timely produced, they were not acted on as provided by the Local Government Act, CAP 243. The LGPAC was not functioning in accordance with established procedures. The IAG's letter dated 15th November, 2019 under reference II A 50/260/01 reminded the Accounting Officer on the treatment of the audit findings and also advised the AO to take appropriate action not later than 15th December, 2019. The Health Sector did not respond to the queries under reference as there was no evidence to that effect.</p>

Social and environmental safeguards

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 <p>% women: score 2</p>	<p>There was evidence that the HUMC met the minimum gender composition as required.</p> <p>Rwekubo HCIV: 9 members of which 3 were female (33.3%)</p> <p>Kabuyanda HCIV: 9 members of which 5 were female (55.6%)</p> <p>Nyakitunda HCIII: 7 members of which 3 were female (42.9%)</p> <p>Ruhiira HCIII: 10 members of which 4 female (40%)</p> <p>Nyarubungo HCIII: 7 members of which 5 were female (71.4%)</p>
<p>Maximum 4 points</p>		
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p>	<ul style="list-style-type: none"> • Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>There was no new guidelines issued on management of sanitation in facilities by the national level in FY2018/19.</p> <p>At all facilities visited (Rwekubo HCIV, Kabuyanda HCIV, Nyakitunda HCIII, Ruhira HCIII and Nyaruhungo HCIII), men had different sanitation facilities (latrines) from women, as required.</p>
<p>Maximum 4 points</p>		

LG Health department has ensured that guidelines on environmental management are disseminated and complied with

- Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions:
Score 2

The Health facility infrastructures projects were screened before approval for construction by the Environmental Officer as mentioned below;

1. Up grading of Busheeka Health Centre II to III in Endiinzi S/C and the recommendations were; provide the workers with protective gears live gum boots, helmets, fencing of the site from stopping the trespasser and also avoid accidents, clearing of the site during construction and after, talking environment by putting up sign post, installation of lighting arrest, ramp construction for PWDs, walk ways demarcations (path), planting grass and multi-purpose tress(frui), dated 13th August 2018

2. Renovation of Rugaaga HCIV structure, placenta pit and water tank in Ragaaga S/C recommendations were; fencing of the site to avoid trespassers and accidents, demarcation of the walk ways, provide good waste management system, installation of lightening arrest, approved stricter work plan, re-vegetating by planting grass and multi-purpose tress, clearing of the site during work and after work, provide the workers with protective gears live gum boots, helmets, overalls dated 13th August 2018.

3. Completion of theatre block Rugaaga HCIV in Rugaagaga S/C recommendation were; project site fencing, waste management, ensuring environmental health conditions at the hospital, ensuring rain water drainage system, walk ways demarcations , tree planting in the facilities compound, vegetation cover plantation as in grass dated 31st October 2018

Maximum 4 points for this performance measure

LG Health department has ensured that guidelines on environmental management are disseminated and complied with

- The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with:
Score 2

There was no evidence availed to the assessor to ascertain whether the Environmental Officer and the CDO carried out site visit to check whether the mitigation plans were complied with.

Maximum 4 points for this performance measure

The LG Health department has issued guidelines on medical waste management

Maximum 4 points

- Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4.

There were no new guidelines issued on medical waste management in FY2018/19.

At facilities, there was evidence of posters on medical waste segregation. The facilities visited included Rwekubo HCIV, Kabuyanda HCIV, Nyakitunda HCIII, Ruhiira HCIII and Nyaruhungo HCIII,

All facilities had color coded bins to segregate medical waste. Final disposal of medical waste was through open burning of paper based waste and disposal of pharmaceutical waste and sharps through pick up by Green Label company.

The waste management procedures at the facilities met the required standard.

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p> <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: 	<p>The DLG water coverage in Isingiro district stood at 37% at the time of planning for FY 2019/20.</p> <p>For FY 2019/20 the LG allocated water and sanitation resources to its Sub Counties as shown below;</p> <p>District Water Sanitation Conditional Grant Allocation:</p> <ul style="list-style-type: none"> (i) Rushasha S/C (13%) for 2 DBH rehabilitation at UGX 5,420,000 (ii) Masha S/C (24%) for 2 DBH rehabilitation at UGX 5,420,000 (iii) Mbaare S/C (28%) for DBH rehabilitation at UGX 2,710,000 (iv) Kashumba S/C (30%) for DBH rehabilitation at UGX 2,710,000 (v) Endiinzi S/C (30%) for DBH rehabilitation at UGX 2,710,000 (vi) Kikagati S/C (33%) for DBH rehabilitation at UGX 2,710,000 (vii) Kakamba S/C (34%) for DBH rehabilitation at UGX 2,710,000 <p>1. Funding from other sources</p> <ul style="list-style-type: none"> (i) Construction of 4 stance lined Pit latrine at the DLG HQs (under Ngaramba 35%) at UGX 21,030,000 (ii) Extension of Ngaram S/C (35%) GFS Phase 4 at a cost of UGX 275,000,000 (iii) Design of Kashumba WSS in Kashumba S/C (30%) at UGX 25,000,000 (iv) Construction of Kahenda GFS in Birere S/C (74%) at UGX 770,000,000 (source DRDIP) under Refugees. (v) Construction of Endiinzi (S/C 30%) water supply & Sanitation at UGX 2,750,000,000. <p>2. UNICEF GRANT:</p> <p>Rehabilitation of 40 DBHs in all the 19 Sub Counties and 7 Town Councils at UGX 240,000,000</p> <p>Therefore in summary, the water sector grant total budget allocation to DWO for FY 19/20 was UGX 3,865,420,000 (Less money from UNICEF). Out of the total budget, UGX 3,095,420,000 was allocated to S/C with water coverage below the district average coverage. This, when computed translated into 80% of the entire water budget allocated to S/Cs below the district average.</p>	7

The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)

Maximum 15 points for this performance measure

- Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY.

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

Score 15

- o If 80-99%: Score 10

- o If 60-79: Score 5

- o If below 60 %: Score 0

The Water status for Isingiro District stood at 37% in the FY 2018/19. The following Sub counties received water and sanitation facilities during the year;

For facilities on RWHT the following S/Cs received the services;

1. Rugaga S/C (46%) RWHT at UGX5,400,000
2. Mbaare S/C (28%) RWHT at UGX 5,400,000
3. Kikagati S/C (33%) RWHT at UGX 5,400,000
4. Birere S/C (74%) RWHT at UGX 5,400,000
5. Masha S/C (24%) RWHT at UGX 5.400.000
6. Kabuyanda S/C (69%) RWHT at UGX 5.400,000
7. Ngarama S/C (35%) RWHT at UGX 5.400,000

While for bore holes and Shallow wells the following S/Cs were targeted

1. Kakamba S/C (34%) DBH at UGX 2,900,000
2. Kashumba S/C (30%) DBH at UGX 2,900,000
3. Rugaaga S/C (46%) 2 DBH at UGX 5,800,000
4. Kabingo S/C (70%) 2 DBH at UGX 5,800,000
5. Kabuyanda S/C (69%) shallow well at UGX 2,900,000
6. Mbaare S/C (28%) DBH at UGX 2,900,000
7. Birere S/C (74%) BH 2,910,000
8. Kabuyanda S/C (69%) shallow well UGX 2,900,000
9. Endiinsi S/C (30%) UGX 2,900,000
10. Ngaramba GFS (35%) at UGX 333,599,227.
11. Design of Endiizi (30%) WSS at UGX 26,868,000

Therefore, the grand total budget for DWO during FY 2018/19 was UGX 430,467,227 including funding from other partners. However, the total allocations to S/Cs with water coverage below the district received a total of UGX 415,667, 227, which gave 96.5% of the budget allocation.

Monitoring and Supervision

<p>The district Water department carries out monthly monitoring of project investments in the sector</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p>	<p>The following field monitoring reports were presented to the Assessment Team regarding project the LG staff monitoring. The CAO appointed Project Manager for every WSS facility who generated monitoring Plans The sampled reports below confirm that there was routine project monitoring by staff and other associated agencies. Altogether, there were 7 RWHT projects, 9 DBHs and one GFS at Ngarama and all of them were monitored by the respective PMs at least one a year.</p>
<p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>The following were sampled projects monitored during the reporting year;</p> <ol style="list-style-type: none"> 1. Report on the inspection and monitoring of water & Sanitation projects for the Months of May 28th 2019 FY 2018/19 2. Report on the inspection and monitoring of water & Sanitation projects for the Months of 28th March 2019 FY 2018/19 3. Report on the inspection and monitoring of water & Sanitation projects on 21st Dec 2018 FY 2018/19 4. Report on the inspection and monitoring of water & Sanitation projects for the Months of May 28th FY 2018/19 5. Report on monitoring water facilities/projects for 2018/91 on 17th Aug 2018. <p>The above monitoring reports were done communally by the Water Office, District Engineer team, CFO, DIA, Planner, Environment officer, and CAO for the sampled reports above. While for Field inspection/monitoring report for the date of 21st Dec 2018 and for 28th March 2019 the Council Works committee on Works was added to the above stated teams during the various monitoring exercises. The Assessment team confirmed that monitoring of various water facilities was done at least annually.</p>

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p>	<ul style="list-style-type: none"> • Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 	<p>The quarterly reports were submitted to the following officer.</p> <ol style="list-style-type: none"> 1. Quarter 1 data submitted on 30th October 2018 signed by CAO and received by MoWE on 16th Nov 2018. 2. Quarter 2 data submitted on 30th Jan 2019 was signed by CAO and received by the MoWE on 5th Feb 2019. 3. Quarter 3 data submitted on 10th April 2019 was signed by CAO and received by the MoWE on 17th April 2019. 4. Quarter 4 data submitted on 17th July 2019 was signed by CAO and received by the MoWE on 7th Aug 2019. <p>Seen a copy of MIS reports submitted to the MoWE.</p>
<p>Maximum 10 for this performance measure</p>		

The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE

- List of water facility which are consistent in both sector MIS reports and PBS: score 5

List of water facilities which were consistent in both sector MIS reports and PBS.

The Assessment Team looked into the information captured in the both sector report (Quarter 4 PBS) and contrasted with what was planned for the FY 2018/19. The following WSS facilities were found consistent in both sector MIS reports and PBS;

Altogether, there were 7 RWHT facilities and all of them were found consistent in both sector MIS reports and PBS, implemented in the following S/Cs were targeted;

1. Rugaga S/C RWHT
2. Mbaare S/C
3. Kikagati S/C RWHT
4. Birere S/C, RWHT
5. Masha S/C RWHT,
6. Kabuyanda S/C RWHT.
7. Ngarama S/C RWHT

Altogether, there were 11 DBH facilities and 2 Shallow wells facilities and all of them were found consistent in both sector MIS reports and PBS, implemented in the following S/Cs were targeted;

1. Kakamba S/C DBH
2. Kashumba S/C DBH
3. Rugaaga S/C 2 DBH
4. Kabingo S/C 2 DBH
5. Kabuyanda S/C Shallow Well
6. Mbaare S/C DBH
7. Birere Sub County BH
8. Kabuyanda S/C Shallow well
9. Endiinzi S/C DBH
10. Design of Endiizi WSS
11. Construction of Ngaramaba GFS Phase III

All the above listed WSS were found to be consistent in both sector MIS reports and PBS.

Maximum 10 for this performance measure

Procurement and contract management

<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>The sector submitted in put for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on 21st March 2019. There were 10 items submitted in DWO Procurement Work-plan, which was prepared by DWO and approved by DE and received by SPO on 21st March 2019. Therefore, DPU received the water sector procurement work-plan before the deadline date of 30th April.</p>
<p>Maximum 4 for this performance measure</p>		<p>FY 2019/20 the LG allocated water and sanitation resources to some of the Sub Counties as shown below;</p> <ul style="list-style-type: none"> (i) Rushasha S/C (13%) for 2 DBH rehabilitation at UGX 5,420,000 (ii) Masha S/C (24%) for 2 DBH rehabilitation at UGX 5,420,000 <p>Funding from other sources</p> <ul style="list-style-type: none"> (i) Construction of 4 stance lined Pit latrine at the DLG HQs (under Ngaramba 35%) at UGX 21,030,000 (ii) Extension of Ngaram S/C (35%) GFS Phase 4 at a cost of UGX 275,000,000 <p>UNICEF a partner with Isingiro plans to rehabilitation of 40 DBHs in all the 19 Sub Counties and 7 Town Councils at UGX 240,000,000</p> <p>Therefore in summary, the water sector grant total budget allocation to DWO for FY 19/20 was UGX 3,865,420,000.</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p>	<ul style="list-style-type: none"> • If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>There was existence of the contract management plan as well as appointment of various Project Managers to oversee different water facilities;</p> <ol style="list-style-type: none"> 1. Appointed Niwamanya Boaz the contract supervisor for Ngarama GFS and design of Endiinzi water supply & sanitation dated 10th Jan 2019 with Ref CR/207/1. <p>Seen a copy of a prepared Contract Implementation Plan for Ngarama GFS dated 11th Jan 2019 and signed by Niwamanya B.</p> <ul style="list-style-type: none"> (i) Seen a report on Inspection progress on Ngarama GFS dated 17th June 2019. (ii) Seen a report on GFS inspection of Ngarama dated 24th April 2019. <ol style="list-style-type: none"> 2. Appointed Twerebere Jack of Ref CR/207/1 for supply of materials Rehabilitation of DBH & RWHTs dated 10th Jan 2019 signed by Contract Supervisor. <ul style="list-style-type: none"> (i) Seen a contract implementation plan for Rehabilitation of the 11 DBH and RWHT by project Manager, Twerebere Jack dated 14th Jan 2019. (ii) Seen Implementation report dated 20th May 2019 on Rehabilitation of DBH (iii) Seen report for RWHT dated 12th April 2019 by Project manager.
<p>Maximum 8 points for this performance measure</p>		

The district has appointed Contract Manager and has effectively managed the WSS contracts

- If water and sanitation facilities constructed as per design(s): score 2

The Projects are monitored based on the Contract Agreements initially signed with the contractor, the Water Engineer (appointed as PM) appointed by the CAO was assigned to oversee various project executions. A copy of the Measurement sheet generated by the Project Manager for Ngarama GFS was presented to ascertain actual work done by the Contractor VIJOCOI LTD. Initially, the Contractor generated own Measurement sheets to account for the work done were generated by the District Eng. meanwhile the Water Eng counter checks with a different measurement Sheets to ensure value for money and adherence to the original plan was maintained.

Maximum 8 points for this performance measure

The district has appointed Contract Manager and has effectively managed the WSS contracts

- If contractor handed over all completed WSS facilities: score 2

There was evidence that the contractor handed over all completed WSS facilities for instance; The Contract on design of Endiinzi GFS by Contractor Build-wide Holdings was completed and handed over to the MoWE for final approval of the design, who in turn handed the designs back to the DLG on 25th June 2019 in letter of Ref WSD/15/250/01 Signed by Engineer Tumwine Francis for PS.

Maximum 8 points for this performance measure

The district has appointed Contract Manager and has effectively managed the WSS contracts

- If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2

1. Practical Completion Certificate for Endiinzi/Nyabyondo pumped water supply and sanitation systems in Isingiro DLG under Contract No ISIN560/SRVCS/17-18/000014 contract sum UGX 23,718,000 by contractor Build-wide Holdings LTD. Certificated was signed on 10th July 2019 by DWO and DE.

2. Substantial Completion Certificate for Construction of Ngarama Piped water scheme phase III in Ngarama S/C under contract No ISIN560/WRKS/18-19/00005 with a contract sum of UGX437, 833,758. Start date 14th/01/2019 and end dated 14th July 2019. Certificated dated 14th July 2019 and signed by DWO & Project supervisor.

Maximum 8 points for this performance measure

There were only two projects implemented by the DWO that required completion certificates.

The district Water department has certified and initiated payment for works and supplies on time	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	The Water Sector provided evidence showing timely payments of suppliers and contractors during FY 2018/2019 without overdue bills beyond 2 months. The sampled payments indicated in most cases compliance resulting in no overdue bills beyond two months. Example:	3
Maximum 3 for this performance measure		M/s VIJOCOI Limited was paid shs 111,878,786 on voucher number 17 of 21st June, 2019 in respect of construction of Ngarama Water Piped Scheme Phase III in Ngarama sub county. Initiation of payment was done on 14th June, 2019, recommendation for payment was done on 18th June, 2019 by the DWO and CAO approved payment on 19th June, 2019.	

Financial management and reporting

The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	There was no evidence that the water department submitted the annual performance report including all quarterly reports to the Planner by mid- July for consolidation.	0
Maximum 5 for this performance measure			

The District Water Department has acted on Internal Audit recommendation (if any)	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year 	Evidence that the sector provided information to the internal audit on the status of implementation of all audit findings for FY 2018/2019: Total number and nature of queries raised Total number and nature of queries cleared Total number and nature of queries pending 5 5 5	0
Maximum 5 for this performance measure	<ul style="list-style-type: none"> If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	There were in total five queries that were raised by the Internal Auditor during FY 2018/2019 all of which were not followed up and addressed. Quarter one had 1 query, Quarter two had two queries, Quarter three had no query and Quarter four had 2 queries. Whereas the quarterly internal audit reports were timely produced, they were not acted on as provided by the Local Government Act, CAP 243. The LGPAC was not functioning in accordance with established procedures. The IAG's letter dated 15th November, 2019 under reference II A 50/260/01 reminded the Accounting Officer on the treatment of the audit findings and also advised the AO to take appropriate action not later than 15th December, 2019. The Water Sector did not respond to the queries under reference as there was no evidence to that effect.	

Governance, oversight, transparency and accountability

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>The Production, Works and Natural Resources Committee responsible for water met on 23rd August 2018. Under <u>Min. 04WPN/AUG/23/2018</u>, the DWO presented his report that mainly covered progress on projects implementation. Notable was the water tank and boosters at Rugaaga water project that were complete and that solar panels had been installed so distribution was about to start. Community members were to pay 10,000/- as application fees after vetting by the committee chairperson. That the first phase was to cover 400 people and 20 public kiosks. That project was expected to be complete within 6 months. Updates were also given on Kabuyanda water dam where consultants submitted designs, and on tests being done on production wells in Kikagate, Ruborogota, Endiinzi and Ngarama S/C. Also that designs for Kahenda GFS were completed and submitted. On Ngarama GFS, Phase I and II had been completed. Also that the water department had received a vehicle to facilitate movements.</p>
<p>Maximum 6 for this performance measure</p>		<p>Another meeting was held on 12th October 2018. Under <u>Min. 04WPN/OCT/12/2018</u>, members were informed about the illegal connection going on at Ruborogota water scheme. The DWO was tasked and the Committee Chairman to visit the area and assess the situation.</p>
		<p>There was another meeting held on 30th November 2018. Under discussion on <u>Min.04/WPN/NOV/30/2018</u>, the issue of Ruborogota water scheme was again discussed especially after a visit by the DWO and the Committee Chairperson. The visit took place on 21st November 2018, It was found out that instead of 8 taps, there were now 58 tap stands. The committee responsible for the scheme was also found to lack transparency and accountability. It was therefore resolved that all those illegally connected had their pipe lines removed with the exception of those belonging to Colonel Abel. The sub-county was requested to organize a monitoring meeting and election of another committee. Signatories of the Committee to include the Sub-county Chief for transparency and trust building.</p>
		<p>During the meeting held on 16th May 2019. Under <u>Min.05WPN/MAY/2018</u>, the water department presented its budget estimates to members. In addition, members advised the water sector to make another monitoring visit and meet the disgruntled Ruborogota water scheme board, but also think about the long term issues of boosting the system since illegal connections could mean more demand for water by the community, The water office was requested to avail all technical assistance needed. But more so transfer the management of the system to South-Western UMBRELLA; which has the capacity to enforce.</p>

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p>	<ul style="list-style-type: none"> • Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>The Council on 27th February 2019 under Min.04/02/18/19/FC deliberated on the issues at Ruborogota water scheme following committee discussions on the matter since beginning of the FY 2018/19.</p> <p>On May 30th 2019, the Council under Min. 6/5/18/19/FC approved the Annual work plans and Budget that the committee presented after discussing in the committee meeting held on 16th May 2019 under Min.05WPN/MAY/2019</p>
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Maximum 6 for this performance measure

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> • The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>The Assessment team noted the following publicity of grant releases and expenditures including advocacy meetings</p> <ol style="list-style-type: none"> 1. Water grant expenditure report for Quarters 1, 2,3 & 4 FY 2018/19 2. Displayed a DWO Work-plan and Budget for Rural Water & Sanitation Development for FY 2018/19. <p>Advocacy meetings</p> <ol style="list-style-type: none"> 1. The AT noted reports of planning and advocacy meeting held at the DLG on 10th/10/2019 2. District water supply and coordination committee meeting was held on 11th/10/2018
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2

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> • All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>Site Boards as noted by field teams.</p> <ol style="list-style-type: none"> 1. Construction of 3 blocks of 5 stance drainable latrine at Guma Memorial P/S <ul style="list-style-type: none"> • Source of Fund: World Back group DRDIP • Implementing Agency OPM/Isingiro DLG • Client Isingiro DLG • Supervisor District Engineer 2. Ngarama Piped water supply Scheme in Isingiro LG <ul style="list-style-type: none"> • Client Republic of Uganda/Isingiro LG • Source of Funding: DWSCG • Project Manager: District Water Engineer • Contractor: VIJOCOL
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2

The district Water department has shared information widely to the public to enhance transparency

- Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2

Assessment Team noted, on the district notice board, publicity of tenders and contract awards below:

- Supply and delivery of 2 Motor Cycles to Isingiro DLG; Notice displayed on 3/10/2019, signed by CAO
- Best Evaluated Bidder Notice for Ms Katuma & Construction Ltd at a sum of UGX 208,995,936 under open domestic bidding. Notice displayed on 3/10/2019. Signed by CAO.

Maximum 6 points for this performance measure

Participation of communities in WSS programmes

- If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1

Communities regularly applied for water facilities, this was supported by relevant minutes in current FY 2019/2020.

- Application for Rwakiriro DBH by Kashumba Village in Kashumba S/C dated 26th/02/2019 and signed by Mr Silver Mugisha
- Application of Rehabilitation of BH in Mpikye, Nyabiondo Parish Endiinzi S/C dated 22ng Oct 2018 signed by Tumusiime Sam and others

Maximum 3 points for this performance measure

Participation of communities in WSS programmes

- Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii(carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2

Below were meetings held by the Water and Sanitation Committees supported by approved the Minutes.

- Kiterede BH, in Kashumba S/C raised UGX 95,000 for Community contribution towards rehabilitation of the DBH. Receipt No 0369723 dated 31st May 2019.
- Nshororo Community Mbaare S/C paid UGX 90,000 as community contribution for BH rehabilitation Receipt No 0369717 dated 31st May 2019.

Maximum 3 points for this performance measure

Note: One of parameters above is sufficient for the score.

Social and environmental safeguards

The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>There was evidence that the Environmental Officer screened the water projects as mentioned below;</p> <ol style="list-style-type: none"> 1. Rehabilitation of Kiterede borehole in Kiterede Cell in Murema Parish in Kashumba S/C recommendations to form and orient water user committee of the facility, there be social issues inclusiveness, clear the site of all generated debris date 27th August 2018 2. Rehabilitation of Nshororo Borehole in Nshororo Cell, Nshororo Parish in Mbaare S/C recommendations orient water user committee of the facility, there be social issues inclusiveness, clear the site of all generated debris dated 28th August 2018 3. Rehabilitation of Rukungiri borehole in Rukungiri Cell, Rukungiri Parish in Endiinzi S/C recommendation were; orient water user committee of the facility, there be social issues inclusiveness, clear the site of all generated debris dated 29th August 2018
Maximum 4 points for this performance measure		

The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	The environmental officer did not provide any document to the assessor to ascertain whether follow up support was provided in case of unacceptable environmental concerns in the past FY
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Maximum 4 points for this performance measure

The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	There was no proof of evidence provided to the assessor to ascertain whether construction and supervision contracts had a clause on environmental protection
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Maximum 4 points for this performance measure

<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>The following gender distribution of committee members was captured in the Quarter 4 Reports</p> <ol style="list-style-type: none"> Nyakago BH in Kakamba S/C composition of WUC was Female 2 and male 5 Rwakanyonyi DBH in Nyamuyanja S/C composition of WUC was Female 5 and male 6 Rukungiri DBH in Endiinzi S/C composition of WUC was Female 4 and male 5. <p>Field Report</p> <p>Rubwijana DBH in Kyabishaho NgaramaS/C composition of WUC was Female 2 and male 4.</p> <p>There was a bigger proportion of positive efforts to include women into the WUC particularly in executive positions as shown in the above sampled data.</p> <p>The following gender distribution of committee members was captured in the Quarter 4 Reports</p> <ol style="list-style-type: none"> Nyakago BH in Kakamba S/C composition of WUC was Female 2 and male 5 Rwakanyonyi DBH in Nyamuyanja S/C composition of WUC was Female 5 and male 6 Rukungiri DBH in Endiinzi S/C composition of WUC was Female 4 and male 5. <p>Field Report</p> <p>Rubwijana DBH in Kyabishaho NgaramaS/C composition of WUC was Female 2 and male 4.</p> <p>There was a bigger proportion of positive efforts to include women into the WUC particularly in executive positions as shown in the above sampled data.</p>
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<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>At Guma Memorial P/S, a VIP latrine was constructed with the following details</p> <ol style="list-style-type: none"> Labeled walls for boys and for girls separating them apart. a specialized VIP latrine constructed for the PWDs (with a ramp, handles on the pit-seat) Ramps built for all VIP latrines ie (for PWDs, Boys, Girls and for teachers) respectively. Special VIP Latrines for Teachers (male/female) labeled
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