



Local Government Performance Assessment

Kayunga District

(Vote Code: 523)

Assessment	Scores
Accountability Requirements	83%
Crosscutting Performance Measures	79%
Educational Performance Measures	76%
Health Performance Measures	97%
Water Performance Measures	77%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<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. 	<p>Kayunga DLG submitted the Annual Performance Contract of the forthcoming year on 30th July 2019. This is within the adjusted deadline of 31st August 2019.</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<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. 	<p>The Approved Budget for Kayunga DLG that was submitted on 30th July 2019 had an attached Procurement Plan for FY 2019/2020 dated 16th July 2019. The documents were received by MoFPED on 15th August 2019.</p>	Yes
Reporting: submission of annual and quarterly budget performance reports			
<p>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)</p>	<p>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:</p> <ul style="list-style-type: none"> • 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 	<p>Kayunga DLG submitted Annual Performance Report for the previous FY on Friday 30th July 2019. This is within the adjusted deadline of 31st August 2019.</p>	Yes

<p>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).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • 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. 	<p>Kayunga DLG submitted the Quarterly Budget Performance Report for all the four quarters of the previous FY as follows: The 4th Quarter Report was submitted on Tuesday 30th July 2019, the 3rd Quarter Report was submitted on Thursday 09th May 2019. 2nd Quarter report was submitted on Monday 28th January 2018, while the 1st Quarter Report was submitted on Wednesday 31st October 2018. The submission was within the adjusted deadline of 31st August 2019.</p>	<p>Yes</p>
<p>Audit</p>			
<p>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.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>Kayunga District Local Government submitted the Report on status of implementation of Internal Auditor General's and Auditor General's findings for financial year 2018/2019 and was received was received by Office of Internal Auditor General and Auditor General on on 28th May 2019</p> <p>The required date for submission for this year 2018/2019 being April 30 2019 then Kayunga District Local Government is not compliant</p>	<p>No</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Kayunga DLG has clean audit opinion as per the Auditor General report for FY 2018/2019 and hence Kayunga DLG is compliant.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<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>There was evidence that Kayunga DLG had a functional and fully constituted Physical Planning Committee as follows:</p> <p>1) 14 Members of the MC PPC were appointed as per letter dated 27th November 2015, Ref. No. KYG/CR/156/2. This includes the Town Clerk for Kayunga Town Council who was co-opted onto the Committee. Section 9 of the Physical Planning Act requires a minimum of 13 Members for the District Physical Planning Committee;</p> <p>2) Physical Planner in Private Practice was also appointed as required by the Physical Planning Act, 2010,</p> <p>3) Plan Submission Register that commenced on 25th June 2013 with the recent plan submitted on 24th October 2019, was in place. The plan register has details such as Date of submission, Client's Name; contacts and address; Planned development/use; Plan No.; Site Location; Comments by the Physical Planner and Date of Approval by the District Physical Planning Committee;</p> <p>4) The Physical Planning Committee met and discussed issues concerning Physical Planning, development control and approval of development applications on:</p> <p>(a). On 23rd October 2018 in the LC V Chairperson's office under Minute No. Min/KDLG/DPPC/23/10/2018 (3): Presentation from the Chairperson Kayunga District Physical Planning Committee;</p> <p>(b). 17th January 2019 in the Deputy CAO's office under Minute No. Min/KDLG/DPPC/17/01/2019 (4): Presentation from the District Physical Planner;</p> <p>(c). 30th April 2019 in the Deputy CAO's office under Minute No. Min/KDLG/DPPC/30/04/2019 (6): Recommendation and Approval of Building Plans; and</p> <p>(d). 28th May 2019 in the Deputy CAO's office under Minute No. Min/KDLG/DPPC/28/05/2019 (6): Recommendation and Approval of Building Plans.</p>	1
<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>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>There was evidence that Kayunga DLG submitted 4 sets of minutes of the District Physical Planning Committee Meetings for the FY 2018/19 to MoLHUD on 26th July 2019 as per letter dated 18th July 2019, Ref. No. KYG/CR/214/4.</p>	1

<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>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>Kayunga DLG has no District Physical Development Plan in place to guide infrastructure investments in the district.</p>	<p>0</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> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>Kayunga DLG had an Action Area Plan prepared for Plot 7, Block 81 Bugerere covering 575 Hectares, dated September 2018.</p>	<p>1</p>

<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 priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>There was evidence that the priority projects in the AWP for Kayunga DLG for FY 2019/20 were derived from the Budget Conference for FY 2019/2020 held on 25th October 2018 in the District Council Hall. Budget Conference was also presented to TPC on 18th October 2018 under Minute No. Min 40/DTPC/10/2018/19: Presentation of the Departmental Work Plans and Budget Conference for FY 2019/20 by Heads of Departments:</p> <p>Education Sector</p> <p>1. Infrastructure Development such as Construction of teachers houses, pit latrines, Classroom Blocks and supply of furniture to primary schools in Kayunga district that are reflected in the Budget Conference Report was also reflected on Pages 87, 89, 90, 91 and 92 of the AWP for FY 2019/2020;</p> <p>Health Sector</p> <p>1. Construction of emptiable pit latrines at Kasambya Community Tourism Site that appeared in the Budget Conference Report was also reflected on Page 106 of the AWP.</p>	
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<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 evidence that capital investment projects in the AWP for Kayunga DLG FY 2019/2020 were derived from the approved Five-Year Development Plan 2015/16 – 2019/20 as follows:</p> <p>Education Sector</p> <ol style="list-style-type: none"> Construction of emptyable pit latrines at 16 Primary Schools such as Bumaali UMEA, St. Martins Nongo, and Kitimbwa CU, etc., at a cost of UGX 277,000,000 that appeared on Page 114 of the 5 Year Development Plan was also reflected on Page 106 of the AWP; Construction of 10 Classroom Blocks at Katikanyonyi COU Primary School, Kirindi RC, Nabuganyi RC, Namaleele RC, Bugoma CU, Mansa Eden, St. Andrews Ntenjeru RC, Kasokwe CU, Busaana, and Ndeeba CU from the School Development Grant at a cost of UGX 491,239,000 was reflected on Page 113 of the 5 Year Development Plan and Page 105 of the AWP; Construction of 4 teachers houses at Nuwansama UMEA, Bwalala CU, Kanjuki RC, and St. Andrews Busungwire RC at a cost of UGX 352,185,000 was reflected on Page 113 of the 5 Year Development Plan and Page 107 of the AWP <p>Health Sector</p> <ol style="list-style-type: none"> Construction of emptyable 5 stance pit latrines at Kangulumira HC IV at a cost of UGX 17,000,000 that was recorded on Page 112 of the 5 Year Development Plan was also reflected on Page 87 of the AWP; Construction of 3 staff houses at Wabwoko HC III, Nazigo HC III, and Galiraya HC III at a cost of UGX 29,551,000 that appeared on Page 112 of the 5 Year Development Plan was also reflected on Page 90 of the AWP; Construction of the Maternity Wing at Lugasa HC III at a cost of UGX 25,000,000 that appeared on Page 112 of the 5 Year Development Plan was also reflected on Page 91 of the AWP; Renovation of 1 Theatre at Bbaale HC IV at a cost of UGX 22,000,000 that appeared on Page 112 of the 5 Year Development Plan was also reflected on Page 92 of the AWP; and Upgrading of Bukamba HC II to HC III at a cost of UGX 527,234,000 that appeared on Page 112 of the 5 Year Development Plan was also reflected on Page 89 of the AWP. <p>Works and Technical Services</p> <ol style="list-style-type: none"> Construction of piped water supply system in Kitimbwa RGC at a cost of UGX 300,000,000 that was indicated on page 115 of the 5 Year Development Plan also appeared on Page 140 of the AWP; Drilling and construction of 9 boreholes in 9 sub counties at a cost of UGX 115,000,000, indicated on Page 115 of the 5 Year Development Plan also appeared on Page 139 of the AWP; and Rehabilitation of 6 boreholes in 6 sub counties at a cost of UGX 100,307,000, indicated on Page 115 of the 5 Year Development Plan also appeared on Page 140 of the AWP
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<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"> Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>There was evidence that Project profiles for infrastructure investments in the AWP were developed and discussed by TPC that sat on 13th September 2018 in the District Council Hall, under Minute No. Min 33/DTPC/09/2018/19: Presentation and Discussion of Project Profiles. The following Project Profiles were discussed:</p> <ol style="list-style-type: none"> 1. Construction of OPD at Kayunga Hospital on Page 142 of the 5 Year Development Plan for FY 2015/16 – 2019/20, at a cost of UGX 155,000,000; 2. Construction of 2 classroom blocks with offices and stores and renovation of classroom blocks at 18 primary schools under SFG/LGMSD at a cost of UGX 1,155,000,000, on Page 143 of the 5 Year Development Plan for FY 2015/16 – 2019/20; 3. Construction of staff houses with pit latrines at 19 primary schools under SFG/LGMSD at a cost of UGX 1,325,000,000, on page 146 of the 5 Year Development Plan for FY 2015/16 – 2019/20; 4. Construction of emptiable pit latrines at 35 primary schools with funding from SFG/LGMSD at a cost of UGX 525,000,000, on Page 20 of the 5 Year Development Plan for FY 2015/16 – 2019/20; 5. Periodic maintenance of 34.5 km of Galiraya – Nakatuuli – Bbaale road; 6. Routine maintenance of 314 km of access roads in all sub counties at a cost of UGX 1,000,000,000 from Uganda Road Fund; 7. Drilling and construction of 10 deep boreholes in 7 sub counties at a cost of UGX 260,000,000; and 8. Rehabilitation of 13 boreholes in 13 Sub counties at a cost of UGX 49,449,000. 	2
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> 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. 	<p>There was evidence that Statistical Abstract for Kayunga DLG for the FY 2018/19 – 2019/20 was prepared with gender-disaggregated data. The Statistical Abstract was presented to TPC for Approval on 13th September 2018 in the District Council Hall, under Minute No. Min.34/DTPC/09/2018/19: Presentation of 2017/2018 Statistical Abstract for Kayunga District.</p>	1

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> 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 	<p>There was evidence that infrastructure projects implemented by Kayunga DLG in the previous FY were derived from the Annual Work Plan and Budget approved by the Council as follows:</p> <p>Education Sector</p> <ol style="list-style-type: none"> Construction of 10 Classroom Block at Bugoma CU, Kasokwe CU, Namalele CU, Mansa Eden, Namulaba UMEA, St. Andrews Ntenjeru, Nakaziba CU, Nabuganyi RC, Katikanyonyi CU, Kiziika CU, and Kimaali CU Primary Schools from the School Development Grant at a cost of UGX 641,986,000 that appeared on Pages 41 and 42 of the approved budget was also reflected on Pages 72 and 73 of the AWP; Construction of 6 emptiable 5 stance pit latrine at Lukonda Public, Namatogonya CU, Galiraya CU, Mugongo CU, Nakivuubo CU, St. Martins Nongo RC, Namagabi UMEA, Bukujju UMEA, Buwungiro CU, Kiwooza CU, Busaana RC, Namirembe CU, Bumaali UMEA, Bukasa CU, Kangulumira Moslem and Kasambya Moslem Primary Schools at a cost of UGX 272,000,000 that was reflected on Pages 42, 43, and 44 of the approved budget was also reflected on Page 73 of the AWP; Construction of a 5 staff houses at Nawansama UMEA, Bwalala CU, Busungire CU, and Ndeeba CU, Kanjuki RC Primary Schools from the School Development Grant at a cost of UGX 318,000,000 reflected on Pages 44 and 45 of the approved budget was also reflected on Pages 73 and 74 of the AWP; and Renovation of 1 staff house at Nakirubi CU at a cost of UGX 30,435,000 reflected on Page 45 of the approved budget was also reflected on Pages 73 and 74 of the AWP. <p>Health Sector</p> <ol style="list-style-type: none"> Construction of 2 No. 5 stance emptiable pit latrines at Ntenjeru HC III and Kangulumira HC IV at a cost of UGX 34,000,000 that was reflected on Page 24 of the approved budget was also reflected on Page 64 of the AWP; Construction of 3 staff houses at Wabwoko HC III, Nazigo HC III, and Galiraya HC III at a cost of UGX 225,000,000 that was reflected on Page 25 of the approved budget was also reflected on Page 64 of the AWP; Construction and rehabilitation of Martenity Ward at Lugasa HC III, and Kangulumira HC IV at a cost of UGX 220,000,000 that was reflected on Page 25 of the approved budget was also reflected on Page 65 of the AWP and Renovation of 1 Theatre at Bbaale HC IV at a cost of UGX 22,000,000 that was reflected on Page 26 of the approved budget was also reflected on Page 66 of the AWP. 	
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<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>There was evidence that investment projects implemented by Kayunga DLG in the previous FY were completed as per the work plan from the completion certificates availed:</p> <p>Education Sector</p> <ol style="list-style-type: none"> 1. Construction of a 2 Classroom Block with Office and a Store with 70 3-seater desks to St. Andrews Ntenjeru RC and Supply of 30 3-seater desks to Kanjuki UMEA and Bwetyaba RC Primary Schools from the School Development Grant at a cost of UGX 77,948,588. Duration – 180 days; Start date – 22nd November 2018; Completion date – 22nd May 2019; 2. Construction of a 2 Classroom Block with Office and a Store and Supply of 40 3-seater desks to Mansa Eden and Supply of 20 3 – seater desks to Bbaale CU Primary Schools from the School Development Grant at a cost of UGX 78,203,850. Duration – 180 days; Start date – 22nd November 2018; Completion date – 22nd May 2019; and 3. Construction of a 2 Classroom Block with Office and a Store and Supply of 40 3-seater desks to Namalele CU and Supply of 41 3 – seater desks to Musitwa UMEA Primary Schools from DDEG at a cost of UGX 78,170,740. Duration – 150 days; Start date – 22nd November 2018; Completion date – 22nd April 2019. <p>Health Sector</p> <ol style="list-style-type: none"> 1. Construction of 2 Placenta Pits at Lugasa and Kawango Health Centre IIs at a cost of UGX 13,934,620. Duration – 120 days; Start date – 29th October 2018; Completion date – 31st December 2018; 2. Construction of General Ward at Nakatovu HC II in Busaana sub county at a cost of UGX 187,177,198. Duration – 180 days; Start date – 03rd April 2019; Completion date – 30th September 2019; and 3. Upgrading of Bukamba HC II Kayunga district at a cost of UGX 487,954,960. Duration – 180 days; Start date – 27th March 2019; Completion date – 22nd September 2019. 	
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<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>There was evidence that the following investment projects implemented by Kayunga DLG in the previous FY were completed within approved budget:</p> <p>Education Sector</p> <ol style="list-style-type: none"> Construction of a 2 Classroom Block with Office and a Store with 70 3-seater desks to St. Andrews Ntenjeru RC and Supply of 30 3-seater desks to Kanjuki UMEA and Bwetyaba RC Primary Schools from the School Development Grant by M/s Wangi General Enterprises Limited, of P.O. Box 47, Grant Street Bugiri; Ref. No. KAYU/523/WRKS/2018-19/00054. Budget was UGX 77,948,588 and the actual payment was UGX 77,948,588; thus 100%; Construction of a 2 Classroom Block with Office and a Store and Supply of 40 3-seater desks to Mansa Eden and Supply of 20 3 – seater desks to Bbaale CU Primary Schools from the School Development Grant by M/s Luka Consortium Limited, of P.O. Box 47 Bugiri, Uganda, Ref. No. KAYU/523/WRKS/2018-19/00032. Budget UGX 78,203,850 and the actual payment was UGX 78,203,850; thus 100%; and Construction of a 2 Classroom Block with Office and a Store and Supply of 40 3-seater desks to Namalele CU and Supply of 41 3 – seater desks to Musitwa UMEA Primary Schools from DDEG by M/s Wangi General Enterprises Limited, of P.O. Box 47, Grant Street Bugiri; Ref. No. KAYU/523/WRKS/18-19/00053. Budget UGX 78,170,740 and the actual payment was UGX 78,170,740; thus 100%. <p>Health Sector</p> <ol style="list-style-type: none"> Construction of 2 Placenta Pits at Lugasa and Kawango Health Centre IIs by M/s Sparkle Technical Services Limited; Ref. No. KAYU/523/WRKS/2018-19/00054. Budget UGX 13,934,620 and the actual payment was UGX 13,934,620; thus 100%; Construction of General Ward at Nakatovu HC II in Busaana sub county by M/s Wangi General Enterprises Limited, of P.O. Box 47, Grant Street Bugiri; Ref. No. KAYU/523/WRKS/18-19/00091. Budget UGX 187,177,198 and the actual payment was UGX 187,177,198; thus 100%; and Upgrading of Bukamba HC II Kayunga district by M/s P&D Traders and Contractors Limited, of P.O. Box 1206, Kampala, Ref. No. MoH/UgIFT/WRKS/2018-19/00016. Budget UGX 487,954,960 and the actual payment was UGX 487,954,960; thus 100%. 	2
<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>There was evidence from the budget that Kayunga DLG budgeted for the rehabilitation of staff houses at schools and health centres, theatres, administration block, boreholes and classroom blocks for the FY 2018/19 in the amount of UGX 175,421,000 and spent it accordingly. Thus, 100% of the budget for O&M utilised in FY 2018/19.</p>	2
Human Resource Management			
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>There was evidence that LG has substantively filled all the approved positions of heads of department as per the approved and adopted staff structure for Kayunga DLG and Kayunga T/C dated 6th July, 2017. Ref: ARC 135/306/01.</p> <p>The positions filled included; District Education Officer appointed on 8th/12/2015, District Health Officer appointed on 10th /06/2015, District community development officer appointed on 26th /06/2012, District Engineer appointed on 29th/05/2017, District Natural resource officer appointed on 13th /04/2010, Chief Finance Officer appointed on 28th /03/2019, District Production officer appointed on 15th/05/2014 and District Planner appointed on 4th/11/2017.</p>	3

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>There was evidence that the HoDs that were substantively appointed and those in acting capacity were all appraised by CAO during the previous FY 2018/2019 as per the standard guidelines.</p> <p>Dates of signing performance Agreement 2018/2019 and Annual Performance Reports 2018/2019 were as follows: District Education Office signed Performance Agreement on 15th/09/2018 and Performance report on 8th/08/2019; District Health Officer signed Performance Agreement on 2nd/07/2018 and Performance report on 15th/09/2019; District community development officer signed Performance Agreement on 21st /10/2018 and Performance report on 21/10/2019; District Engineer signed Performance Agreement on 2nd/07/2018 and Performance report on 11th/08/2019; District Natural resource officer signed Performance Agreement on 15th/09/2018 and Performance report on 15th /09/2019; Chief Finance Officer signed Performance Agreement on 15th /09/2018 and Performance report on 15/09/2019; District Production officer signed Performance Agreement on 8th/08/2018 and Performance report on 22nd/08/2019; and District Planner signed Performance Agreement on 15th/09/2018 and Performance report on 5th/08/2019.</p> <p>Copies of dully signed performance Agreements and Annual Performance reports by CAO were available in individual files.</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>There was evidence that the LG had only two new recruits i.e. Senior Information technology officer (Mutebi Allan) and Dental Surgeon (Anonya Deborah). These were both considered by the Kayunga District service commission under DSC MIN NO. 824/DSC/KYG/2019.</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>There was evidence that the DSC considered all CAO's staff submissions for Confirmation in FY 2018/19. CAO's staff submissions for confirmation dated 24th /10/2018, 26th /10/2018, 19th /11/2018, 20th /11/2018, 27th /11/2018, 28th /11/2018, 6th/12/2018, 7th /12/2018, 14th/12/2018, 9th/01/2019, 14th /01/2019, 15th /01/2019, 11th/02/2019, 25th /02/2019, 28th/02/2019, 4th /03/2019, 5th /03/2019, 25th /03/2019, 26th /03/2019 and 22nd /04/2019 were all considered in the following DSC minutes;</p> <p>MIN NO. 757/DSC/KYG/2018 of the 61st KDSC meetings held on 20th and 22nd August 2018;</p> <p>MIN NO. 769/DSC/ KYG/2018 of the 62nd KDSC meeting held on 25th /09/2018;</p> <p>MIN NO 783/DSC/ KYG/2018 of the 63rd KDSC meeting held on 20th/11/2018;</p> <p>MIN NO. 757/DSC/ KYG/2018 of the 64th meeting of KDSC held on 22nd /01/2019;</p> <p>MIN NO. 769/DSC/ KYG/2019 of the 65th meeting of KDSC held on 27/02/2019;</p> <p>MIN NO. 813/DSC/ KYG/2019 of the 66th meeting of KDSC held from 26th to 27th March 2019;</p> <p>MIN NO. 822/DSC/ KYG/2019 of the 67th meeting of KDSC held on 7th /05/2019; and</p> <p>MIN NO. 839/DSC/ KYG/2019 of the 68th meeting of KDSC held on 21st/05/2019.</p> <p>The staff confirmed included; Education Assistants II, Mortuary attendant, Medical Officer, Parish Chiefs, Enrolled nurses, Porter, Plant Operator and Superintendent of Works.</p>	<p>1</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>There was evidence that the CAO's staff submission for Disciplinary cases dated 13th/07/2018 was considered in KDSC MIN NO. 759/DSC/KYG/2018 of the 61st meeting of KDSC held on 20th and 22nd August 2018.</p> <p>Also CAO's staff submissions for Disciplinary cases dated 12th/09/2018, 14th /11/2018, 7th/05/2019 and 21st/05/2019 were considered in KDSC MIN NO. 823/DSC/KYG/2019 in the 67th meeting of KDSC held on 7th /05/2019, MIN NO. 773/DSC/KYG/2019 in the 65th meeting of KDSC held on 27th /02/2019, MIN NO. 771/DSC/KYG/2018 in the 62nd meeting of KDSC held on 25th /09/2018 and MIN NO. 856/DSC/KYG/2019. The disciplinary cases included forgery of academic documents like registration certificates and abscondment from duty among others.</p>	1
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • 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 	<p>There was evidence that only one of the two staff recruited in the previous FY accessed pay roll within two months. The Senior Information Technology Officer (Mutebi Allan) who was appointed on 28th/03/2019, accessed payroll on 28/05/2019. However, the Dental surgeon (Dr. Anonya Deborah) was appointed on 29/05/2019, but she delayed to report. She wrote a request to be enrolled on the government payroll on 4th/10/2019 and had not accessed payroll at the time of this assessment.</p>	0
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</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 all staff that retired in FY 2018/2019 accessed pension payroll within two months after retirement. For example the Education Assistant II (Nambafu Florence) who retired on 14th/09/2018 and the Head teacher (Tiberindwa Michael) who retired on 6th/01/2019 both accessed payroll in June 2019.</p>	0
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> <p>Maximum 4 points on this Performance Measure.</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>Kayunga District Local Government had OSR for FY 2017/2018 amounting to UGX 278,920,699 and OSR for FY 2018/2019 amounting to UGX 460,572,289 less one off from sale of Assets Amounting to UGX 125,514,100 giving a net of UGX 335,058,189</p> <p>This shows an increase of UGX56,137,490 which gives a 20.2% increase in OSR as per Draft Final Accounts for FY 2017/18 and FY 2018/19 for vote 523.</p>	4

<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • 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. 	<p>Kayunga District Local Government collected Local Revenue (OSR) for FY 2018/2019 amounting to UGX 460,572,289.</p> <p>The budgeted Local Revenue (OSR) for FY 2018/2019 was UGX 356,815,000.</p> <p>There was therefore 129% in budget realisation as seen on vote 523.</p>	0
<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 District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Kayunga District Local Government did not have any evidence of mandatory remittances of Local Revenue to LLGs as required.</p>	0
<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>Kayunga District Local Government spent UGX 128,184,570 while the total Local Revenue(LR) for FY 2017/2018 was UGX278,920,699</p> <p>This shows a 45.95% of OSR expenditure on council activities which was more than the 20% requirement.</p>	0
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 filled the position of a Senior Procurement Officer (Lwanga Ponsiano) appointed on 4th/11/2017, Min No. 656/DSC/KYG/2017 (2), ref: KYG/CR/156/1 and the position of a Procurement Officer (Sebide Ibrahim) appointed on 31st/10/2007, Min No. 23/DSC/KYG/2007, ref: CR/156/2.</p> <p>Source of information: Personnel files.</p>	2
<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 TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>There was evidence that the TEC produced and submitted reports to the Contracts Committee for the previous financial year 2018/2019. Evidence was from reports of two TEC meetings.</p> <p>TEC meeting held on 15th /10/2018 for construction of a two classroom block with an office and store at Mansa Eden P/S. MIN 355/CC/KYG/15/10/2018. The Report was signed by 4 members of the TEC.</p> <p>TEC meeting held on 15th/10/2018 for construction of main Administration block walling and foundation for southern wing under MIN 355/CC/KYG/15/10/2018.The report was signed by 4 members of TEC.</p>	1

<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 Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The Contracts Committee considered recommendations of the TEC and provided justifications for any deviations from those recommendations. This was evidenced in the minutes of two meetings.</p> <p>The Contracts Committee minutes dated 15th/10/2018 for construction of main Administration block walling and foundation for southern wing under MIN 355/CC/KYG/15/10/2018. Considered project Kayu /523/2018/19/00052</p> <p>The Contracts Committee minutes dated 30th/04/2019 for construction of a two classroom block with an office and store at Mansa Eden P/S. MIN 57/CC/KYG/30/04/2019.</p>	<p>1</p>
<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> 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 	<p>a) All infrastructure projects in Annual Procurement for FY 2019/20 (received and stamped by PPDA on 30/8/19) were captured in the approved Annual Budget Estimates the district (generated on 16/7/19 and approved by district Chairperson. For example:</p> <ol style="list-style-type: none"> In the procurement plan for FY 2019/2010, project no.10 was the drilling of 7 boreholes. The project was covered on pages 53 and 54 in the budget under various outputs in the water sector; and In the procurement plan for FY 2019/2010, project no. 11 was the construction of Namirembe Church of Uganda P/School. The project was covered in the budget on page 38 under the education department. <p>b) A sample of actual procurements made in 2018/2019 showed that the LG made procurements as per plan (adherence to the procurement plan) for FY 2018-19, approved by the CAO on 22/9/18 and received by PPDA on 7/11/18. For example:</p> <ol style="list-style-type: none"> Procurement file Ref.: KAYU523/wrks/18-19/00053: Construction of 2-classroom block at Namalere Church of Uganda P/School was priced at UGX 78,170,740 was completed on 4/1/20. The project was covered on page 2 as item no. 80 of the approved procurement plan and on page 41 section 3 of the approved budget; and Procurement file Ref.: KAYU523/wrks/18-19/00054: Construction of a 2- classroom block at St. Andrews Ntenjeru P/School was valued at 83,000,000 was completed on 22/5/2019. The project was covered on page 3 as item no. 82 of the approved work plan, and on page 41 section 3 of the approved budget. 	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2 	<p>From the Procurement plan for the current FY 2019/2020 and the procurement files, all the 21 (100%) investment/infrastructure projects had their bid documents prepared by August 30.</p>	<p>2</p>

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>Evidence obtained from the procurement office showed that the LG had an updated contracts register approved by PPDA on 15/7/2019. All procurements for FY 2018/2019 had complete procurement files with completion certificates. For example:</p> <ol style="list-style-type: none"> 1. KAYU523/wrks/18-19/00082: Construction of 2-classroom block at Masa Eden P/School; 2. KAYU523/wrks/18-19/00054: Construction of 2-classroom block at St. Andrews, Ntenjeru P/School; 3. KAYU523/wrks/18-19/00052: Construction of administrative block foundation for southern wing; 4. KAYU523/wrks/18-19/00053: Construction of a 2-classroom block at Namalere P/School; and 5. KAYU523/wrks/18-19/00150: Construction of a maternity ward at Nakatovu heal centre II in Busana sub-county. <p>All procurement activity files comprised of key elements including signed contracts, bid documents, newspaper adverts for open bids, requisitions LG PP Forms of various user departments, tender award and acceptance letters, approvals by the contracts committee etc.</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</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>Evidence that the LG adhered with procurement thresholds was obtained from sample of 5 projects listed in the Procurement Plan FY 2018/2019. The estimated project cost, procurement method, dates of contract signing and completion and the source of funding were all included, and letters of contract award signed by the CAO. For example:</p> <ol style="list-style-type: none"> 1. KAYU523/wrks/18-19/00082: Construction of 2-classroom block at Masa Eden P/School. Open domestic bidding and estimated at UGX 78,203,850; 2. KAYU523/wrks/18-19/00054: Construction of 2-classroom block at St. Andrews, Ntenjeru P/School. Open domestic bidding and estimated at UGX 77, 948,588; 3. KAYU523/wrks/18-19/00052: Construction of Administrative block foundation for southern wing. Open domestic bidding and estimated at UGX 199,994,070; 4. KAYU523/wrks/18-19/00053: Construction of a 2-classroom block at Namalere P/School. Open domestic bidding and estimated at UGX 78,170,740; and 5. KAYU523/wrks/18-19/00150: Construction of Maternity ward at Nakatovu heal centre II in Busana. Selective bidding and estimated at UGX 27,087,018. 	<p>2</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 implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>A sample of works projects from the building construction and road sectors show that all works projects implemented in FY 2018/2019 were certified with interim payment certificates. The certificates were endorsed by the district supervisor of works, District Engineer, District planner, Principal internal Auditor and head of user department and the CAO as follows:</p> <ol style="list-style-type: none"> KAYU/523/wrks/18-19/00052: Construction of main administration block foundation for Sothern wing. The final payment certificate dated 18/9/19 was endorsed by the CAO on 18/9/19; KAYU/523/wrks/18-19/00056: Drilling, development, construction and installation of 9 boreholes. The substation completion and payment certificate dated 1/2/19 was endorsed by the CAO on 1/2/19; KAYU/523/wrks/18-19/00082: Construction of 2-classrrom blocks at Masa Eden P/School. The interim payment certificate dated 19/2/19 was endorsed by the CAO on 19/2/19; KAYU/523/wrks/18-19/00149: Construction of Nakatovu Health Centre in Busana Sub-county (walling). The final payment certificate dated 19/6/19 was endorsed by the CAO on 19/6/19; and KAYU523/wrks/18-19/00053: Construction of a 2-classroom block at Namalere P/School. The final payment certificate dated 22/5/19 was endorsed by the CAO on 22/5/19. 	<p>2</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>One site boards for project named Routine Mechanised maintenance of Kayonza-Kawolokota-Namizo-Nyondo-Bisaka Road (19Km) and valued at UGX76,000,000, implemented under force account, was clearly labelled and installed at the time of this assessment. Other planned works projects for the current FY year contractors have just signed contracts and therefore work has not yet started.</p>	<p>2</p>
<p>Financial management</p>			
<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>There was no complete file for bank reconciliation statements prepared for FY 2018/2019 and also for the Months of July , August and September, 2019 hence bank reconciliations are not up to-date at the time of the assessment as per the assessment guidelines.</p>	<p>0</p>

<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</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>There were no overdue Bills of over 2 months of suppliers for FY 2018/2019 with reference to note 22: Payables in Final Accounts except the accountable advances and withholding Tax payable amounting to UGX3,116,641.</p> <p>A sample of 6 transactions from health, and education departments showed that all payments are done within 2 months after request, and there were no unpaid bills over 2 months.</p> <ul style="list-style-type: none"> • Contract No KAYU/523/Wrks/18-19/00051 Construction of a pit Latrine (5-Stance) at st. Martins Nongo C/U Primary School by Muyizzi Construction Co.Ltd. the payment was initiated on 23/4/2019, certified and recommended on 23/4/2019 and payment was made on 14/5/2019 as seen on voucher No. 23120649. • Contract No KAYU/523/Wrks/18-19/00032: Construction of a 2 classroom Block at Mansa Primary School by Luuka Consortium. the payment was initiated on 16/2/2019, certified and recommended on 19/2/2019 and payment was made on 7/3/2019 as seen on voucher No. 22194115. • Contract No KAYU/523/Wrks/18-19/00042: Construction of a pit Latrine at Kiwooza Primary School by Eager Construction (U) Ltd. The payment was initiated on 27/11/2018, certified and recommended on 27/11/2018 and payment was made on 01/2/2019 as seen on voucher No. 21699945. • Contract No KAYU/523/Wrks/18-19/00091: Construction of General Ward at Nakatovu HC II in Busaan Sub county by Wangi General Enterprises (U) Ltd. The payment was initiated on 11/6/2019, certified and recommended on 19/6/2019 and payment was made on 21/6/2019 as seen on EFT No. 24261854. • Contract No KAYU/523/Wrks/18-19/00031: Construction of 2 Placenta Pits by Sparkle Technical Services Ltd. The payment was initiated on 31/12/2019, certified and recommended on 31/12/2019 and payment was made on 7/3/2019 as seen on voucher No. 22194609. • Contract No KAYU/523/Wrks/18-19/00032: Construction of a 5 Stance empty able pit Latrine by Bakuzindamajja Construction Co. Ltd. The payment was initiated on 22/4/2019, certified and recommended on 22/5/2019 and payment was made on 12/6/2019 as seen on voucher No. 23701062. 	2
<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>	<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>Kayunga District Local Government has a substantive Senior Internal Auditor as seen from the personal file No: CD/10445 Ref No. KYG/CR/156 and Min No. 810/DSC/KYG/2019 and appointment letter dated March 28, 2019</p> <p>.</p>	1
<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>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>Kayunga District Local Government produced quarterly internal audit reports for FY 2018/19 and submitted them for;</p> <p>Quarter 1 on 17/12/2018,</p> <p>Quarter 2 on 18/03/2019,</p> <p>Quarter 3 on 24/6/2019, and</p> <p>Quarter 4 on 5/9/2019.</p>	2

<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>There was a report on information provided to the Council and LG PAC on the status of implementation of internal The Reports for financial year 2018/19</p> <p>audit reports for FY 2018/19 were submitted for;</p> <p>Quarter 1 on 19/12/2018,</p> <p>Quarter 2 on 19/03/2019,</p> <p>Quarter 3 on 25/6/2019, and</p> <p>Quarter 4 on 6/9/2019.</p>	<p>2</p>
<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>	<ul style="list-style-type: none"> 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. 	<p>Internal audit reports for FY 2018/19 were submitted to LG Accounting Officer, but Kayunga District LG PAC has not deliberated on audit issues for Quarters 3 and 4 of FY 2018/19 .</p>	<p>0</p>
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> 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 	<p>Kayunga District Local Government maintains assets register in IFMS covering details for some assets including vehicles, computers, and vehicles however some assets belong to Kyotera DLG such as the printer, desktop. Table and chair.</p> <p>The Assets register is not manually maintained and not maintained as per the format in the Local Government accounting manual.</p>	<p>0</p>
<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>Kayunga DLG has unqualified audit opinion as per the Auditor General report for FY 2018/2019.</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • 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>There was evidence from the record of minutes availed that Kayunga District Council met and discussed service delivery related issues for FY 2018/19 as follows:</p> <ol style="list-style-type: none"> 1. On 11th October 2018 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 396/KDC/10/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; b) Minute No. Min 397/KDC/10/18/19: Consideration of Standing Committee Reports for Production, Technical Services and Natural Resources Committee Report; and c) Minute No. Min 399/KDC/10/18/19: Approval of Supplementary Budget Proposals for FY 2018/2019. 2. On 28th November 2018 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 407/KDC/11/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; and b) Minute No. Min 408/KDC/11/18/19: Consideration of Standing Committee Reports for Production, Technical Services and Natural Resources Committee Report. 3. On 05th March 2019 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 417/KDC/03/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; b) Minute No. Min 419/KDC/03/18/19: Consideration of Standing Committee Reports for Production, Technical Services and Natural Resources Committee Report; c) Minute No. Min 420/KDC/03/18/19: Approval of Supplementary Budget Proposal Schedule No. 3 for the following items: <ul style="list-style-type: none"> - Construction of Patients Building at Busaana HC III of UGX 200,000,000 for the Health Department under MoH; - Support to PLE activities under Education Department in the amount of UGX 26,041,000 from UNEB; - Support to UWEP Groups under Community Development Department in the amount of UGX 7,320,000; and - Funding towards Parish Community Associations Model under the Community Development Department of UGX 190,000,000 from OPM. 4. On 04th April 2019 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 425/KDC/04/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; b) Minute No. Min 427/KDC/04/18/19: Consideration of Standing Committee Reports for Production, Technical Services and Natural Resources Committee Report; and c) Minute No. Min 428/KDC/04/18/19: Motion for Laying of Kayunga District Budget for FY 2019/20. 5. On 29th May 2019 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 431/KDC/05/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; b) Minute No. Min 433/KDC/05/18/19: Consideration of Standing Committee Reports for Production, Technical Services and Natural Resources Committee Report; and c) Minute No. Min 434/KDC/05/18/19: Motion for Approval of Kayunga District Budget for FY 2019/20.
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<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"> • Evidence that LG has designated a person to coordinate response to feed-back (grievance/complaints) and responded to feedback and complaints: score 1. 	<p>There was evidence of a letter dated 13th June 2016 Ref. No. KYG/CR/205/1, designating Ms Immaculate Galimuka as the Focal Point Person and officer responsible for coordinating responses, grievance /complaints and the Budget Website for Kayunga DLG. The register for complaints was available with recorded complaints since 30th July 2018 to date.</p>	<p>1</p>
<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>There was evidence of notifications on the Notice Board specifying guidelines for reporting complaints including the responsible officer's names, telephone contact and email address for channelling complaints.</p> <p>Kayunga DLG website: www.kayunga.go.ug was also used as one of the channels of receiving complaints from the public in addition to the Suggestion Box at the district headquarters.</p> <p>The procedure involved receipt and registration of all complaints by the Focal Point Person who later channels them to the responsible officers for action.</p>	<p>1</p>
<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>Kayunga DLG Payroll and Pensioner Schedule was available at the Notice Board dated November 2018 and January 2019, where it is accessed by any member of the public who wants to check and get information.</p> <p>Register was also available with the Office Attendant to the CAO's office for all to verify due to limited space on the Notice Board.</p> <p>The Schedule was also shared on the District Website: www.kayunga.go.ug, distributed to All HODs, NATO, Health In charges through the mail for verification and confirmation.</p>	<p>2</p>
<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>There was evidence on the Notice Board dated 17th June 2019, where the Procurement Plan, Awarded Contracts together with their contract amounts displayed.</p>	<p>1</p>
<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 LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>There was evidence that Kayunga DLG Performance Assessment results and implications were pinned on the Notice Board dated 22nd July 2019, shared on the district website: www.kayunga.go.ug, and presented for discussion in the District TPC Meeting held on 13th September 2018 under Minute No. Min. 32/DTPC/09/2018/19: Presentation of Mock Assessment Results for Kayunga District Local Government.</p>	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</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>There was evidence of communication of Guidelines to LLGs during the previous FY 2017/18 as follows:</p> <p>a) Radio talk shows on Sauti FM 105.5 FM where Kayunga District Local Government has free airtime every Monday from 19:00 – 21:00 Hrs. to update the citizens on their performance by all technical staff and political leaders. Some of the prominent talk shows providing updates to the public were held on 12th June 2019; 01st July 2019, and 21st October 2019;</p> <p>b) Suggestion Box available at the District headquarters;</p> <p>c) Question and Answer Sessions during the radio talk shows;</p> <p>d) WhatsApp Group for all district leaders including the sub-county chiefs and Town Clerks;</p> <p>e) Summary of Projects implemented by the district in FY 2018/19 were distributed to the public through community meetings and Barraza, pinned on the notice board and district website; and</p> <p>f) The district also operates a Facebook and Twitter Accounts for sharing information with the public.</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</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 feed-back on status of activity implementation: score 1. 	<p>There was evidence that Kayunga DLG held a Barraza on 28th June 2018 for FY 2018/19 in Busaana Sub County at Busaana Sub County Headquarters.</p> <p>There was a Barraza report dated 03rd July 2019, Ref. No. KYG/CR/213/1 confirming what was discussed during the Barraza.</p> <p>Radio talk shows were held on Sauti FM 105.5 FM where Kayunga District Local Government has free airtime every Monday from 19:00 – 21:00 Hrs. to update the citizens on their performance by all technical staff and political leaders. Some of the prominent talk shows providing updates to the public were held on 12th June 2019; 01st July 2019, and 21st October 2019.</p>	<p>1</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</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>Evidence that the district GFP and CDO provided guidance and support to different departments was from 2 sources.</p> <p>First, minutes of the 4th district technical planning committee for FY2018/2019, dated 18/10/2018, Min. no. MIN 42/DPTC/10/2018/2019, Ref. KYG/CR/2/2/2 on Gender mainstreaming and guidance was signed by the secretary and chairperson DPTC.</p> <p>Second, a report on gender mainstreaming dated 26/7/2018 was signed by the Senior Community Development Officer.</p>	<p>2</p>

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</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 and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>From the Consolidated Procurement Plan for FY 2019/2010, signed and stamped by the CAO on 15/7/19 and submitted to PPDA on 30/8/19 the GFP and CDO had planned for more than 2 activities for the current financial year. For example, on page 173, Output 1081170 - Operations of the community based services department, covers all planned activities including gender mainstreaming, dialogue on children's rights, conducting gender impact assessment on projects, gender needs assessment, skills enhancement among others.</p> <p>Basing on the approved budget estimates for FY 2018/2019 a total approved budget of UGX 1,090,702,000 had been approved for 12 major gender/vulnerability and social inclusion activities. From the detailed performance contracts report FY 2018/2019, generated on 16/5/2018, approved by the District Chairperson on pages 104 –110, under Output 108104: Community Development Services, all the activities were implemented at 100% of the previous year's budget.</p>	2
<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 environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>Evidence was from environmental and social screening reports for projects activities. All reports were endorsed by the Municipal Senior Environment Officer (SEO). Mitigation measures were planned and budgeted for. For example:</p> <ol style="list-style-type: none"> 1. Rehabilitation of borehole in Kayonjo, signed and dated 30/10/18; 2. Construction and installation of borehole at Busagazi village, signed and dated 30/10/2018; 3. Construction of 2-classroom block at Mansa Eden P/School, signed and dated 26/10/18; 4. Construction of a public latrine at Nakirubi Rural Growth Centre, Kangulumira, signed and dated 26/10/2018; and 5. Construction of a 2-stance pit latrine at Mugongo Church of Uganda and Kasambya Muslim P/School, signed and dated 26/10/2018. 	1
<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 the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>Basing on a sample of procurement files in the BOQs, the LG integrates environmental and social management and health and safety plans in contract bid documents. For example:</p> <ol style="list-style-type: none"> 1. KAYU523/wrks/18-19/00056: Drilling, development, construction and installation of deep boreholes (hand pump). BOQs, page 4, Item 4 highlighted the provision of environmental mitigation measures at site; 2. KAYU523/wrks/18-19/00052: Construction of main administration block foundation for southern wing phase II. BOQ on page 7 of 8, Item D highlighted health and welfare for work people; 3. KAYU523/wrks/18-19/00053: Construction of 2-classroom block and at Namalere P/School. BOQ, Item VII highlighted supply and planting of plants, fruits and shade trees at time of launch of project; 4. KAYU523/wrks/18-19/00054: Construction of 2-classroom block with an office and store with 40 – 3 seater desks to St. Andrews Ntenjeru P/School. BOQ, Item VII highlighted covered supply and planting of plants, fruits and shade trees at time of launch of project; 5. KAYU523/wrks/18-19/00032: Construction of 2-classroom block with an office and store at Mansa Eden P/School. BOQ, Item VII highlighted supply and planting of plants, fruits and shade trees at time of launch of project. 	1

<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>For all projects, agreements were made as proof of land ownership. For example:</p> <ol style="list-style-type: none"> 1. On 16/11/2017 an agreement was signed by Othieno Moses offering a piece of land measuring 25 x 25 feet to construct a borehole. The agreement was approved and stumped by Katikanyonyi village LC1 Chairman, Nazigo S/county; and 2. A letter, addressed to CAO, Kayunga District, dated 20/12/2018 specifies the boundaries of Kayunga Sub-county Land on Block 123, plot 1401 and the land title is dully registered and signed by commissioner of lands and surveys on 21/12/2000. <p>Other projects were implemented on land which was owned by institutions such as schools and churches. The assumption was that the institutions had land agreements or titles.</p>	<p>1</p>
<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>ESM certification Forms for completed projects indicating the description of the mitigation measures, total amount percent of work done and amount completed and acknowledging that ESM measures were addressed were duly signed and stamped by the Senior Environment Officer. For example:</p> <ol style="list-style-type: none"> 1. Construction of 2 – 5 stance emptiable latrines in Lukonda Church of Uganda P/School, contracted by Graf Investment Ltd, endorsed on 11/2/2019; 2. Construction of 2-classroom blocks at St. Andrews Ntenjeru P7School, contracted by Civil Com Ltd, endorsed 22/5/2019; 3. Construction of 2-classroom blocks at Mansa Eden P/School, contracted by Wangi General Enterprises Ltd, endorsed 22/5/2019; 4. Construction of General Ward at Nakatovu Health Centre II, contracted by Wangi General Enterprises Ltd, endorsed 13/5/2019; and 5. Upgrading of Bukamba Healthy Centre II at Bukamba, Nakazigo Sub-county, contracted by Galaxy Agrotech (U) Ltd, endorsed 13/5/2019. 	<p>1</p>
<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 the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>All contract payment certifications were preceded by a recommendation for environmental and social clearance signed and stamped by Senior Environment Officer. For example:</p> <ol style="list-style-type: none"> 1. KAYU523/wrks/18-19/00088; Construction of a 2-stance pit latrine from ground breaking up to completion phase at Kangulumira Muslim P/School, endorsed 30/4/19; 2. KAYU523/wrks/18-19/00087: Completion of classroom block at Kiziika Church of Uganda P/School, endorsed 6/2/19; 3. KAYU523/wrks/18-19/00054: Construction of 2-classrom block and office at St. Andrews P/School, Ntenjeru, endorsed 2/5/19; 4. KAYU523/wrks/18-19/00056: Drilling, construction and installation of a borehole in Katimbwa, endorsed 21/5/19; and 5. KAYU523/wrks/18-19/00055: Construction of staff house right from ground breaking up to completion phase and commissioning in Bwalala, endorsed 21/5/19. 	<p>1</p>

<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 environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. <p>Score: 1</p>	<p>Evidence was based on 4 monitoring reports. The reports, addressed to the CAO indicated status/threats of the project and remarks/suggestions to be taken. Some reports were endorsed by the only the Senior Environment Officer while others were endorsed by both the Senior Environment Officer and the District CDO. For example:</p> <ol style="list-style-type: none"> 1. Report on riverbank restoration activity for selected sites in Kayunga district for the fourth quarter 2019 was dated 19/6/16 and endorsed by senior environment officer; 2. Report on environmental compliance and inspection for second quarter, 2019 was dated 30/11/18 and endorsed by senior environment officer; 3. Report on environmental compliancy for certified projects in Kayunga District for the FY 2018/2019 was dated 30/11/18 and endorsed by senior environment officer; and 4. Report on environmental compliance for completed projects during the FY 2018/2019 was dated 6/5/19 and endorsed by senior environment officer and Senior Community Development Officer. 	<p>1</p>
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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> <p>Maximum 8 for this performance measure</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>The LG Education Department budgeted for 167 Head Teachers and 1,678 teachers for a minimum of 7 teachers per school within a wage bill of Ug Shs 10,938,063,952- for the current FY.</p>	4
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> 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 	<p>The LG Education Department deployed 167 Head Teachers and 1,678 teachers in the 167 schools for the current FY.</p>	4
<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> If 100%: score 6 If 80 - 99%: score 3 If below 80%: score 0 	<p>The LG Education Department had partially filled the existing structure for primary teachers with a wage bill provision:</p> <p>Senior Education Assistants approved within the wage bill were 167, the department had recruited 162 and 5 more were required.</p> <p>Education Assistants approved were 1,728; 1,620 were recruited within the wage bill with an additional need of 108.</p> <p>The number catered for within the wage bill against those that are needed is 93.75%.</p>	3
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</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>The LG Education Department substantively filled all positions of school inspectors as per staff structure and within the wage bill provision.</p> <p>Senior Inspector of Schools Salary Scale: U3: Annual Salary (Ug Shs 11,201,532/- Inspector of Schools Salary Scale U4: Annual Salary Ug Shs 8,686,416/-.</p>	6

<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>The LG Education Department submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • 53 Primary Teachers (replacement) to fill the following positions: <p>11 cases of retiring teachers</p> <p>16 Cases of teachers that absconded.</p> <p>12 death cases</p> <p>3 cases that had their services terminated</p> <p>11 cases that had transferred services from the district</p>	2
<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>School Inspectors were already in place. There was no need for recruitment.</p>	2
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 the Education Department appraised the Senior inspector of schools (Oloka Moses) on 25th /07/2019 and the inspector of schools (Simali Ramathan) was appraised on 25th/07/2019 for financial year 2018/2019. They were both appraised by the Education officer.</p>	3
<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"> • 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>There was no evidence that all the 10 Head teachers from the sampled schools were appraised.</p> <p>Those who were appraised included: The Head teacher of Kimanya C/U P/S appraised on 10th /02/2019, the Head teacher of Kiwangula C/U P/S appraised on 8th/02/2019, the Head teacher of Busana R/C P/S appraised on 31st/01/2019 and the Head teacher of Kangulumira R/C P/S appraised on 31/01/2019.</p> <p>However, there was no evidence of signing Performance appraisals for calendar year 2018 in the files for the Head teachers of Kayunga Mixed P/S and Kanjuki R/C P/S which were among the sampled schools. The files for the other four sampled schools/ Head teachers were missing at the time of the assessment and the DEO was on sick leave. These included; Nkokonjeru C/U P/S, Kayonza P/S, Misanga C/U P/S and Namayuge P/S.</p>	0

<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>The LG Education Department had communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools. There was evidence of dissemination of circulars obtained from:</p> <p>Copies of circulars filed at the DEO's office and in schools:</p> <ul style="list-style-type: none"> • Immunization against cancer issued on 12th April 2018; • Audit General circular issued on 23/February/2019; • Budget Implementation Guidelines for FY 2018/19 for Central Education Sector Conditional Grants. Circular Ref: EPD/192/335/01 was disseminated on 24/10/2018; • Ban on buying Examinations from Commercial Exam Bureaus Circular Ref: ADM/48/90/01 of 13/03/2019 Circular No. 12/2019. Circular No. 1/2017 from KDLG about dissolution of SMCs was received on 23/07/2018 by zone leader and passed on to other school leaders and • Celebration of Global Hand Washing Day 2018. Circular No. ADM/164/04 of 20/08/2018. <p>Circulars were displayed in schools and referenced in minutes and reports:</p> <p>In a meeting held at Kayunga Girls on 12/07/2018 reference was made to the circular on the use of IDs for candidate registration which was binding for both private and government schools. 162 Head teachers attended.</p> <p>Minutes for the meeting of 26/07/2018 information from some minutes indicate reference to some guidelines and circulars.</p>	<p>1</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 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>Circulars displayed in schools and referenced in minutes and reports:</p> <p>In a meeting held at Kayunga Girls P. S. on 12/07/2018 reference was made to the circular on the use of IDs for candidate registration which was binding for both private and government schools. 162 Head teachers were in attendance.</p> <p>Menstrual Health Training of Senior Female and Male Teachers on 15/02/2019.</p> <p>National Strategy on Girls' Education (NSGE) 2014-2019 and National Strategy on Elimination of Violence against children. Training conducted by MoES staff at District Offices and 30 people attended.</p>	<p>2</p>

<p>The LG Education Department has effectively inspected all registered primary schools²</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 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>The LG Education Inspectorate inspected all public and some private primary schools at least once per term and reports were produced:</p> <p>Evidence from the District Office:</p> <p>All government aided schools were inspected and a number of private and early childhood centres and the reports were produced.</p> <p>Evidence was derived from 5 inspection reports for July, August, September and November 2018 and one of April 2019.</p> <p>In these reports 167 government primary schools were all inspected. 139 private schools and 32 Early Childhood Development (ECD) Centers giving a total of 338 schools inspected all together.</p> <p>The three termly inspections done, rated them at 100% inspections done for the FY duration.</p>	12
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</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 evidence the Kayunga District LG Education Department held discussions of inspections findings and reports were used to make recommendations for corrective measures.</p> <ul style="list-style-type: none"> • Report for August 2018 exposed teachers who were irregular and a recommendation was made by staff to have them invited to appear before the Sanctions Committee for disciplinary action. • Private schools were inspected to ascertain suitability for licencing/registration. They were also checked for their compatibility to the MoESTS teaching guidelines. • Evidence was found of discrepancy in enrolment between figures on display and the actual numbers on register. Head teachers were invited to DEO's office for clarification of differences. • The inspection of Sept 2018 revealed cases of under-staffing in 5 schools. 	4
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</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>Inspection reports were produced and submitted to the Directorate of Education Standards (DES) in the MoESTS..</p> <p>1st quarter report was submitted to DES on 10th October 2018 it was received and signed by Kirenga Winnie on 15.10.2018.</p> <p>2nd Qtr report to DES produced on 14.01.2019; received and signed for by Kirenda Winnie on 14.01.2019.</p> <p>3rd Qtr report to DES produced on 23.04.2019 and delivered to DES on 23.04.2019. Received & signed for by Winnie Kirenda..</p> <p>4th Qtr report was produced on 05.07.2019 and submitted to DES on 22.07.2019; it was received & signed for by Kirenda Winnie..</p> <p>All acknowledgement receipts for DEO from DES together with copies of the delivered reports were filed at the district..</p>	2

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>There was evidence of follow up on inspection reports findings:</p> <p>Qtr 1 2018 inspections revealed inactivity of SMCs and PTAs in schools. Kayunga District LG Education Department in partnership with a local NGO conducted training for SMCs and PTA members and reminded them of their obligations. This was followed up with community Barazas in Kayonza and a local Radio Talk Show to further enlighten the communities on their school obligations. These actions were triggered off by inspections findings.</p> <p>Identification of sick teachers, absconded cases and irregular attendance. This led to disciplinary invitations to the DEOs office and requests for staff replacements in some schools.</p> <p>Identification of inadequate furniture and sanitation facilities prompted requests for furniture and sanitation facilities when planning for procurement requests.</p> <p>Acknowledgement of the 7 pillars of education and how schools were faring was clearly expressed in the reports of the inspector.</p>	4
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</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>Kayunga District LG submitted accurate and consistent data on the number of schools in the district, The number of schools by the district figures was 167 schools which was consistent with the Excel sheet and PBS.</p>	5
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</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>Kayunga District LG Education Department data for school enrolments was not accurate nor consistent with EMIS report and PBS. The information relayed in the Excel sheets deferred from that in sampled schools.</p> <p>e.g Kiwangala c/U P. S. had 558 pupils at school and 551 on the Excel Sheet.</p> <p>Namagabi Bishop Brown P. S. had an enrolment of 550 at school and recorded 907 on the excel sheet.</p> <p>Ndeeba C/U P.S. had 630 pupils at school and on the Excel sheet the data was 621 pupils.</p>	0
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee responsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • 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 	<p>There was evidence of minutes that the Education, Health and Community Based Services Standing Committee of Council responsible for Education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY as follows:</p> <ol style="list-style-type: none"> 1. On 16th May 2019 in the District Health Boardroom, under the following minutes: <ol style="list-style-type: none"> a) Minute No. Min 142/EHC/05/18/19: Consideration of the Sector Budget Estimates for FY 2019/20; and b) Minute No. Min 143/EHC/05/18/19: Reactions, Observations and Recommendations. 2. On 13th March 2019 in the District Health Boardroom, under the following minutes: <ol style="list-style-type: none"> a) Minute No. Min 133/EHC/03/18/19: Consideration of Sector Annual Work Plan for FY 2019/20 for Education Department; b) Minute No. Min 136/EHC/03/18/19: Consideration of Sector Monitoring Reports for Education Department; and c) Minute No. Min 137/EHC/03/18/19: Reactions, Observations and Recommendations. 3. On 18th December 2018 in the District Council Hall, under the following minutes: <ol style="list-style-type: none"> a) Minute No. Min 124/EHC/12/18/19: Consideration of the Sector 3rd Quarter Work Plan for Education Department; and b) Minute No. Min 127/EHC/12/18/19: Reactions, Observations and Recommendations. 4. On 26th September 2018 in the District Council Hall, under the following minutes: <ol style="list-style-type: none"> a) Minute No. Min 58/EHC/08/17/18: Consideration of the Sector 1st Quarter Progress Report for FY 2017/18 for Health Department, Education and Sports Department; b) Minute No. Min 70/EHC/09/17/18: Consideration of the Sector 2nd Quarter Work Plan for FY 2017/18 for Education and Sports Department; and c) Minute No. Min 71/EHC/09/17/18: Reactions, Observations and Recommendations. 5. On 03rd October 2018 in the Health Boardroom, under the following minutes: <ol style="list-style-type: none"> a) Minute No. Min 108/EHC/10/18/19: Consideration of the 2nd Quarter Sector Work Plan for Education and Sports Department; and b) Minute No. Min 111/EHC/10/18/19: Reactions, Observations and Recommendations. 6. On 21st November 2018 in the District Council Hall, under the following minutes: <ol style="list-style-type: none"> a) Minute No. Min 117/EHC/11/18/19: Consideration of Sector Activities from October to November 2018 for Education Department; and b) Min 119/EHC/11/18/19: Reactions, Observations and Recommendations.
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<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>There was evidence from the record of minutes that Education, Health and Community Based Services Committee of Council responsible for Education presented issues that required Kayunga District Council's approval during the following Council meetings:</p> <ol style="list-style-type: none"> 1. On 11th October 2018 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 396/KDC/10/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; and b) Minute No. Min 399/KDC/10/18/19: Approval of Supplementary Budget Proposals for FY 2018/2019. 2. On 28th November 2018 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 407/KDC/11/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; and b) Minute No. Min 408/KDC/11/18/19: Consideration of Standing Committee Reports for Production, Technical Services and Natural Resources Committee Report. 3. On 05th March 2019 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 417/KDC/03/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; b) Minute No. Min 420/KDC/03/18/19: Approval of Supplementary Budget Proposal Schedule No. 3 for the following items: <ul style="list-style-type: none"> - Construction of Patients Building at Busaana HC III of UGX 200,000,000 for the Health Department under MoH; - Support to PLE activities under Education Department in the amount of UGX 26,041,000 from UNEB; - Support to UWEP Groups under Community Development Department in the amount of UGX 7,320,000; and - Funding towards Parish Community Associations Model under the Community Development Department of UGX 190,000,000 from OPM. 4. On 04th April 2019 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 425/KDC/04/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; and b) Minute No. Min 428/KDC/04/18/19: Motion for Laying of Kayunga District Budget for FY 2019/20. 5. On 29th May 2019 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> a) Minute No. Min 431/KDC/05/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; and b) Minute No. Min 434/KDC/05/18/19: Motion for Approval of Kayunga District Budget for FY 2019/20.
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<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>All the schools sampled and those visited had functional SMCs. The file of established SMCs was availed by the Senior Education Officer. In the sampled schools, all had full lists of SMCs, meetings were periodically held, minutes produced and copies of minutes submitted to DEO's office.</p> <p>Namagabi Bishop Brown P. S. had the three SMC meetings held; on 05/06/2019 9 people attended; on 27/07/2018 7 people attended and they signed in the visitor's book of the school; on 05/04 2019 12 people attended and 3 signed the visitors' book..</p> <p>Kiwangula RC P. S. had the three meetings were held on 15/11/2018 and 12 people attended with 2 people signing the visitor's book; on 13/06/2019 11 people attended and three of them signed the visitor's book; on 13/08/2018 9 people attended.</p>	<p>5</p>
<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<p>Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</p>	<p>Evidence of display of non-wage grants was seen on Kayunga District LG notice board and the notice boards of visited schools.</p> <p>District Displays were:</p> <p>Qtr 1 2018/19 167 schools Ug Shs 297,257,031/-;</p> <p>Qtr 2 2018/19 167 Schools Ug Shs 297,257,031/-and</p> <p>Qtr 3 2018/19 167 Schools Ug Shs 297,257,031/-.</p> <p>Visited Schools:</p> <p>Kiwangula RC P.S.</p> <p>Term 3 2018 18.09. 2018 Ug Shs 2,050,000/-;</p> <p>Term 1 2019 28.01.2019 Ug Shs 1,505,000/- and</p> <p>Term 2 2019 30.05.2019 Ug Shs 1,450,000/-.</p> <p>Namagabi Bishop Brown P. S.</p> <p>1st Qtr Ug Shs 2,886,482/- on 23.07.2018/-;</p> <p>2nd Qtr Ug Shs 2,845,694/- on 05.02.2019/- and</p> <p>3rd Qtr Ug Shs 2,886,482/- on 31.05.2019.</p> <p>Ndeeba C/U P.S.</p> <p>Term 1 28th January 2019 Ug Shs 1,835,189/-;</p> <p>Term 2 29th May 2019 Ug Shs 1,835,189/- and</p> <p>Term 3 19th September 2019 Ug Shs 2,542,000/-.</p>	<p>3</p>
<p>Procurement and contract management</p>			

<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • 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 	<p>The sector was late to submit its procurement requests to PDU that covered all investment items in the approved Sector Annual Work Plan and budget. The submission was after the set time of (by) April 30th.</p> <p>The Document CR/105 of 23rd April 2019 'Call for Procurement Requisitions for Revenue Sources and Framework Contracts for Supply and Services for FY 2019/2020' was received by the department on 13.05.2019. The deadlines for submissions were set for 02/05/2019.</p> <p>The LG Education Department submitted their request on: 29.05.2019 which was late for whichever date.</p>	0
Financial management and reporting			
<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<p>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</p>	<p>Kayunga District Local Government Education department maintains a separate file for payments for Education sector and all payments were timely certified and recommended as per copy of the following sampled contracts;</p> <ul style="list-style-type: none"> • Contract No KAYU/523/Wrks/18-19/00051 Construction of a pit Latrine (5-Stance) at st. Martins Nongo C/U Primary School by Muyizzi Construction Co.Ltd. the payment was initiated on 23/4/2019, certified and recommended on 23/4/2019 and this payment with amount of UGX 17,825,334 was made on 14/5/2019 as seen on voucher No. 23120649. This payment was made in 21 days. • Contract No KAYU/523/Wrks/18-19/00032: Construction of a 2 classroom Block at Mansa Primary School by Luuka Consortium. the payment was initiated on 16/2/2019, certified and recommended on 19/2/2019 and this payment with amount of UGX 62,164,101 was made on 7/3/2019 as seen on voucher No. 22194115. This payment was made in 20 days. • Contract No KAYU/523/Wrks/18-19/00042: Construction of a pit Latrine at Kiwooza Primary School by Eager Construction (U) Ltd. The payment was initiated on 27/11/2018, certified and recommended on 27/11/2018 and this payment with amount of UGX 14,325,318 was made on 01/2/2019 as seen on voucher No. 21699945. This payment was made in 4 days. 	3
<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<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 	<p>There was evidence of late submission of the Annual Performance Report for the previous FY (with the availability of all four quarterly reports) to the Planner by the Education Department as follows:</p> <p>4th Quarter Report was submitted on 08th August 2019, 3rd Quarter Report on 11th April 2019; 2nd Quarter Report on 09th January 2019 while 1st Quarter Report was submitted on 11th October 2018.</p>	0

<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 <ul style="list-style-type: none"> o If sector has no audit query score 4 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>There were six (6) Internal Audit queries as per quarters 2, 3, and 4 Internal audit reports.</p> <p>There was no evidence of any information from Education Department provided to the internal audit on the status of implementation of all audit findings for the previous financial year 2018/2019.</p>	<p>0</p>
<p>Social and environmental safeguards</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 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>The LG Education Department in consultation with the Gender Focal Person disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc</p> <p>This was evidenced:</p> <p>DEO's communication to staff in a meeting on 31.01.2019 Min/02/EDUC/JAN 2019 item bullet 7 members were reminded to meet with Head teachers and Directors/SMC/BOG of respective government aided primary, secondary schools and ECD heads to guide/remind them on policy issues on 22.02.2019. Gender issues were among the policy matters that were set to be discussed as well.</p>	<p>2</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 evidence of a training for Senior Women and Men on Menstrual health that was done on 05/02/2019 and 30 people attended.</p>	<p>2</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 the School Management Committee meets the guideline on gender composition: score 1 	<p>School Management Committees met the guideline on gender composition in the sample files viewed at the DEOs office. The same was true in the schools visited.</p> <p>Namagabi Bishop Brown P. S.</p> <p>The SMC had 12 members and 4 were female.</p> <p>Kiwangula RC P.S.</p> <p>The SMC had 12 members and 5 were female.</p> <p>Kikonyogo P. S.</p> <p>The SMC had 12 members and 5 were female..</p>	<p>1</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 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>There was no evidence in sampled minutes of department meetings of Kayunga District LG Education Department in collaboration with Environment Department issuing guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc..)</p> <p>Department meeting minutes of 18/11/2018; meeting of 31/01/2019; and that of 08/04/2019.</p>	<p>0</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>All school infrastructure projects were screened before approval for construction using the checklist for screening of projects in the budget guidelines where risks were identified and the forms included mitigation actions.</p> <p>Evidence was obtained on file at DEOs office.</p> <p>Ref KATU/523/WRKS/18-19/ 00087 Environment Impact Assessment was made on completion of a classroom block at Kizika C/U P. S. Mitigation measures clearly addressed. The form was signed by Musaazi Patrick on 01/02/2019</p> <p>Ref KAYU/523/WRKS/18-19 00087.of 20/06/2019 Environment Impact Assessment report for the construction of a staff house and toilet at Bwalala C/U P. S.. Mitigation measures clearly addressed. It was signed by Musaazi Patrick.</p> <p>REF KAYU/623/WRKS/18-19/00032 of 22/05/2019 Environment Impact Assessment report for the construction of a 2 classroom block at Mansa Eden P. S. Mitigation measures were clearly addressed and it was signed by Musaazi Patrick.</p> <p>The mitigation actions included advice to do the following:</p> <ol style="list-style-type: none"> Provision of water harvesting facilities to collect run off from roofs; Provision of hand washing facilities where toilets were provided for hygienic improvement; Provision of pits for garbage collection; Fill up of water logged areas with soil to reduce on breeding areas for mosquitoes and Planting of trees and grass in their compounds. 	<p>1</p>

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

Maximum 3 points for this performance measure

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

The Environment Officer and the Community Development Officer visited different sites to check on compliance with mitigation plans in the construction process. An environmental compliance report was given for completed projects indicating the implementation status for the various identified issues.

The sites visited were:

- a) Mansa Eden P. S. for a 2 classroom block;
- b) St Andrew Ntenjeru P.S. 2 Classroom block;
- c) Magogo P.S. 5 stance Pit Latrine;
- d) Kasambya P. S. 5 Stance emptyable pit Latrine;
- e) Lukonde P. S. 5 stance emptyable pit latrine;
- f) Nakirubi Rural Growth Centre Kangulumira 5 stance pit latrine;
- g) Bwalala C/U P.S. Staff house and toilet and
- h) Ndeeba C/U P.S. Renovation of staff house..

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 Kayunga LG filled the structure for primary health care workers with a wage bill provision from PHC wage for the current FY. The filled positions were equivalent to 421 staff as supported by the IPF for the current FY. The approved structure of 520 brought the staffing level to 81%.</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 comprehensive recruitment plan to the HRM for the current financial year covering vacant positions of primary health care workers. A recruitment plan with 26 proposed staff to be recruited was submitted by the District Health Officer and received by the Principal Human Resource Officer on 7/05/2019.</p>	6
<p>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</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>All the 5 (100%) Health facility In-charges sampled were appraised in FY 2018/2019 as follows;</p> <p>Healthy Facility In-charge for Kangulumira H/C IV (Dr. Ssebamala Joseph) was appraised on 23th/07/2019.</p> <p>The Healthy facility In-charge for Bbaale H/C IV (Dr. Kiyuba Ivan) was appraised on 26th/07/2019,</p> <p>The Healthy facility In-charge for Busaana H/C III (Bwoye Jackson) was appraised on 2nd/07/2019,</p> <p>The Healthy facility In-charge for Ntenjeru H/C III (Bayige Olivia) was appraised on, 1st/07/2019.</p> <p>The Healthy facility In-charge for Nkokonjeru H/C/III (Byakika Paul) was appraised on, 2nd/09/2019.</p> <p>Source of information: personnel files and a full list of Kayunga District Health in-charges and their Contacts.</p>	8

<p>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.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> 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 	<p>There was evidence that Kayunga LG health department deployed health workers in line with the lists submitted with the budget for the current FY. The updated staff list with 421 workers from the DHO's office was consistent with the PBS for FY 2019/20.</p> <p>Staff deployment at the 5 sampled health facilities of Ntengeru HC III, Busaale HC II, Nazigo HC III, Kangulumira HC IV and Kayunga Hospital were mostly similar to the staff deployment list from the DHO's office. There were some exceptions for temporary transfers. Kayunga Hospital temporarily transferred some of its staff and health services to HC IVs due to limited space as it undergoes renovation. There was a scale down of services so staff were transferred to other health facilities. Kangulumira HC IV for instance had more staff deployed than on the payroll.</p>	4
Monitoring and Supervision			
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> 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 	<p>There was no evidence that the DHO's office communicated prioritized guidelines, policies and circulars issued by the national level in the previous FY to the health facilities. The key guideline 'SECTOR GRANT AND BUDGET GUIDELINES TO LOCAL GOVERNMENTS, FY 2019/2020 was not among the guidelines (booklets) at the DHO's office neither was it disseminated to the health facilities. The said document was not among the documents acknowledged and received/signed against by health facility in charges.</p> <p>However it was noted that the DHO mentioned of the said guideline and that it was disseminated through an email. That email could not be accessed because of technical fault.</p>	0
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> 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 	<p>There was evidence that the DHO held meetings with health facility in charges and among others explained the guidelines, policies, circulars issued by the national level.</p> <p>It was noted that on 15/03/2019 during the quarterly performance review meeting held at Kayunga District council hall involving all health facility in charges explained the guidelines under minute 3 'min 3/15/3/19'. On 11/06/2019 during the quarterly performance review meeting held at the district and involving all health facility in charges, guidelines were discussed under minute 3.</p>	3

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>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</p>	<p>There was evidence that Kayunga DHT supervised 100% of the HC IVs and district hospital (Including PNFPs receiving PHC grant) at least once in a quarter. The LG quarterly support supervision reports obtained from the DHO reflected the supervision of Kayunga District Hospital, Kangulumira HC IV and Bbaale HC IV at least once each quarter. The reports were titled:-</p> <p>1st Quarter Integrated Technical Support Supervision Report was conducted 17 – 21 September 2018.</p> <p>2nd Quarter Integrated Technical Support Supervision Report was conducted 17 – 21 December 2018.</p> <p>3rd Quarter Integrated Technical Support Supervision Report was conducted 18 – 22 March 2019.</p> <p>4th Quarter Integrated Technical Support Supervision Report was conducted 17 – 21 June 2019.</p> <p>Kangulumira HC IV and Kayunga Hospital were sampled and it was noted that they were supervised by the DHT at least once in a quarter. Source -Supervision log at the health facilities.</p>	
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<p>The LG Health Department has effectively provided support supervision to district health services</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p>	<p>There was evidence that Kayunga DHT ensured that the HSD supervised lower level facilities within the previous FY. Quarterly HSD support supervision reports of lower level health facilities were obtained from the DHO's office and reflected the following:-</p>
<p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> • 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 	<p>Ntenjeru North HSD</p> <p>1st Quarter Integrated Support Supervision was conducted July - September 2018. The report was written on 16/10/2018 which revealed a total of 14 lower level facilities HC II and IIIs supervised, including 7 private clinics that report in DHIS2.</p> <p>2nd Quarter Integrated Support Supervision was conducted October – December 2018. The report was written on 8/01/2019 with a total of 7 lower level facilities supervised.</p> <p>3rd Quarter Integrated Support Supervision was conducted January – March 2019. The support supervision report was written on 4/04/2019 with 7 lower level health facilities supervised. These included 2 HC IIIs and 5 HC IIs.</p> <p>4th Quarter Integrated Support Supervision was conducted April - June 2019. A total of 13 lower level health facilities were supervised which included 2 HC IIIs and 11 HC IIs.</p> <p>Ntenjeru South HSD support supervised 7 lower level health facilities including PNFs each quarter. Quarterly Integrated Support Supervision Reports for 1st, 2nd, 3rd and 4th quarters were written on 4/10/2018, 11/12/2018, 21/3/2019 and 26/6/2019 respectively.</p> <p>Bbaale HSD</p> <p>1st Quarter Integrated Support Supervision was conducted from 10th - 14th October 2018. A total of 7 lower level health facilities were supervised.</p> <p>2nd Quarter Integrated Support Supervision was conducted from 12th - 20th February 2019. The report was written on 24/02/2019 and indicated supervision of 8 lower level health facilities.</p> <p>3rd Quarter Integrated Support Supervision was conducted from 10th - 14th June 2019 and indicated supervision of 9 lower level health facilities.</p> <p>4th Quarter Integrated Support Supervision was conducted from 29/07/2019 -2/08/2019. The report was written on 2/08/2019 and indicated supervision of 10 lower level health facilities.</p> <p>According to the DHO, Bbaale HSD delayed support supervision because there was a delay in funds release.</p> <p>Otherwise there was 100% integrated support supervision for all the lower level facilities. The 3 sampled lower level health facilities were supervised in each quarter as indicated below:-</p> <p>Ntenjeru HC III from the supervision log book was support supervised on 6/08/2018; 29/09/2018; 24/10/2018; 9/11/2018; 9/01/2019; 30/04/2019; 21/05/2019; 20/06/2019; and 25/06/2019.</p> <p>Busaale HC II was support supervised on 26/07/2018; 17/12/2018; 9/01/2019; 22/03/2019; 01/04/2019; and 24/05/2019.</p> <p>Nazigo HC III was support supervised on 2/07/2018; 4/10/2018; 13/11/2018; 11/12/2018; 15/12/2018; 2/01/2019; 7/01/2019; 5/02/2019; 21/03/2019; 24/04/2019; 19/06/2019; 21/06/2019; 25/06/2019; and 27/06/2019.</p>

<p>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</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> 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 	<p>There was evidence that all the 4 quarterly reports were discussed and used to make recommendations in each quarter for corrective actions during the previous FY.</p> <p>1st quarter meeting was held on 20/09/2018 and discussed findings from the support supervision under 'presentations by various focal persons'.</p> <p>2nd quarter meeting was held on 14/12/2018 and discussed the support supervision findings under minute 5 'Presentation, Reporting rates and general performance.</p> <p>3rd quarter meeting was held on 15/03/2019 and discussed the supervision report under 'min 03/15/3/19'.</p> <p>4th quarter meeting was held on 11/6/2019 and discussed the support supervision under 'min 5'.</p> <p>Minutes of monthly DHT meetings discussed the support supervision on dates 23/10/2018 under minute 2;</p> <p>11/12/2018 under minute 2;</p> <p>02/01/2019 under minute 4;</p> <p>5/02/2019 under minute 4;</p> <p>24/02/2019 under minute 2;</p> <p>18/03/2019 under minute 3;</p> <p>20/03/2019 under minute 4;</p> <p>16/04/2019 under minute 5;</p> <p>17/05/2019 under minute 4; and</p> <p>25/06/2019 under minute 3.</p>	<p>4</p>
<p>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</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the recommendations are followed up and specific activities undertaken for correction: score 6 	<p>There was evidence that recommendations were followed up and specific activities undertaken for correction. Recommendations from the quarterly meeting minutes regarding support supervision issues were made for corrective action and responsible persons for follow up were assigned. The status of pending recommendations were recorded for review in the subsequent meetings.</p> <p>Source: 'Action paper' found at the back of the minutes</p>	<p>6</p>

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

Maximum 10 for this performance measure

- 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 Kayunga LG submitted accurate/consistent data regarding health facilities receiving PHC funding which are consistent with both HMIS reports and PBS.

The following 22 health facilities and hospital were reviewed for consistency:- Kayunga Hospital, Bbaale HC IV, Kangulumira HC IV, Wabwoko HC III, Nazigo HC III, Kawongo HC III, Ntenjeru HC III, Busaana HC III, Lugasaa HC III, Nkokonjeru HC III, Galiraya HC III, Nakatovu HC II, Bukamba HC II, Bulawula HC II, Nakyesa HC II, Buyobe HC II, Kakiika HC II, Busaale HC II, Namusaala HC II, Kangulumira Mission health centre, Namagabi Kayunga Dispensary and Nazigo Mission dispensary/maternity.

Governance, oversight, transparency and accountability

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

Maximum 4 for this performance measure

- 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

There was evidence of minutes that the Education, Health and Community Based Services Standing Committee of Council responsible for Health met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports, etc. during the previous FY as follows:

1. On 16th May 2019 in the District Health Boardroom, under the following minutes:

a) Minute No. Min 142/EHC/05/18/19: Consideration of the Sector Budget Estimates for FY 2019/20; and

b) Minute No. Min 143/EHC/05/18/19: Reactions, Observations, and Recommendations.

2. On 13th March 2019 in the District Health Boardroom, under the following minutes:

a) Minute No. Min 134/EHC/03/18/19: Consideration of Sector Annual Work Plan for FY 2019/20 for Health Department;

b) Minute No. Min 135/EHC/03/18/19: Healthcare Services Monitoring and Inspection; and

c) Minute No. Min 137/EHC/03/18/19: Reactions, Observations and Recommendations.

3. On 18th December 2018 in the District Council Hall, under the following minutes:

a) Minute No. Min 122/EHC/12/18/19: Consideration of the Sector 3rd Quarter Work Plan for Health Department; and

b) Minute No. Min 127/EHC/12/18/19: Reactions, Observations and Recommendations.

4. On 26th September 2018 in the District Council Hall, under the following minutes:

a) Minute No. Min 58/EHC/08/17/18: Consideration of the Sector 1st Quarter Progress Report for FY 2017/18 for Health Department, Education and Sports Department;

b) Minute No. Min 68/EHC/09/17/18: Consideration of the Sector 2nd Quarter Work Plan for FY 2017/18 for Health Department; and

c) Minute No. Min 71/EHC/09/17/18: Reactions, Observations and Recommendations.

5. On 03rd October 2018 in the Health Boardroom, under the following minutes:

a) Minute No. Min 105/EHC/10/18/19: Consideration of the 1st Quarter Sector Progress Report for Education and Health Departments;

b) Minute No. Min 106/EHC/10/18/19: Consideration of the 2nd Quarter Sector Work Plan for Health Department; and

c) Minute No. Min 111/EHC/10/18/19: Reactions, Observations and Recommendations.

6. On 21st November 2018 in the District Council Hall, under the following minutes:

b) Min 118/EHC/11/18/19: Consideration of Sector Activities from October to November 2018 for Health Department; and

c) Min 119/EHC/11/18/19: Reactions, Observations and Recommendations.

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

Maximum 4 for this performance measure

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

There was evidence of minutes that Education, Health and Community Based Services Committee of Council responsible for Health presented issues that required Kayunga District Council's approval during the following Council meetings:

1. On 11th October 2018 in in the District Council Chamber at Ntenjeru, under:

a) Minute No. Min 396/KDC/10/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; and

b) Minute No. Min 399/KDC/10/18/19: Approval of Supplementary Budget Proposals for FY 2018/2019.

2. On 28th November 2018 in in the District Council Chamber at Ntenjeru, under:

a) Minute No. Min 407/KDC/11/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; and

b) Minute No. Min 408/KDC/11/18/19: Consideration of Standing Committee Reports for Production, Technical Services and Natural Resources Committee Report.

3. On 05th March 2019 in in the District Council Chamber at Ntenjeru, under:

a) Minute No. Min 417/KDC/03/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report;

b) Minute No. Min 420/KDC/03/18/19: Approval of Supplementary Budget Proposal Schedule No. 3 for the following items:

- Construction of Patients Building at Busaana HC III of UGX 200,000,000 for the Health Department under MoH;

- Support to PLE activities under Education Department in the amount of UGX 26,041,000 from UNEB;

- Support to UWEP Groups under Community Development Department in the amount of UGX 7,320,000; and

- Funding towards Parish Community Associations Model under the Community Development Department of UGX 190,000,000 from OPM.

4. On 04th April 2019 in in the District Council Chamber at Ntenjeru, under:

a) Minute No. Min 425/KDC/04/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; and

b) Minute No. Min 428/KDC/04/18/19: Motion for Laying of Kayunga District Budget for FY 2019/20.

5. On 29th May 2019 in in the District Council Chamber at Ntenjeru, under:

a) Minute No. Min 431/KDC/05/18/19: Consideration of Standing Committee Reports for Education, Health and Community Based Services Committee Report; and

b) Minute No. Min 434/KDC/05/18/19: Motion for Approval of Kayunga District Budget for FY 2019/20.

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <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>There was evidence that the health facilities and 1 hospital had functional HUMCs established. The 5 sampled health facilities and hospital held 4 mandatory meetings, 1 meeting per quarter as shown below.</p> <p>Kayunga Hospital held HUMC meetings on 20/08/2018; 2/11/2018; 18/01/2019; 26/02/2019.</p> <p>Kangulumira HC IV held HUMC meetings on 14/03/2019; 27/09/2018; 30/11/2018; and 28/03/2019.</p> <p>Nazigo HC III held HUMC meetings on 10/10/2018; 12/12/2018;28/03/2019</p> <p>Busaale HC II held HUMC meetings on 8/10/2018; 14/12/2018; 28/3/2019; 25/06/2019</p> <p>Ntenjeru HC III held HUMC meetings on 18/11/2018; 15/01/2019; 9/04/2019; 9/07/2019</p> <p>During these meetings resource/budget issues were discussed.</p>	<p>6</p>
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<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 Kayunga LG publicized all health facilities receiving PHC non-wage recurrent grants on the notice board outside the DHO's office for FY 2019/2020.</p>	<p>4</p>
<p>Procurement and contract management</p>			

<p>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</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> 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 	<p>There was evidence that Kayunga LG health department submitted a procurement plan to PDU that covered all investment items in the approved sector annual work plan and budget on time by April 30th of the current FY. It was noted that a procurement plan from the health department was submitted on 24/04/2019 to the PDU and received the same day. It covered 9 items under PHC development funds as listed below:-</p> <ol style="list-style-type: none"> 1. Construction of a one 5 stance pit latrine at Galilaya HC III estimated at UGX 20,000,000 and expected in the 2nd quarter. 2. Construction of a one 5 stance pit latrine at Wabwoko HC III estimated at UGX 20,000,000 and expected in the 2nd quarter. 3. Construction of a one 5 stance pit latrine at Ntenjeru HC III estimated at UGX 20,000,000 and expected in the 2nd quarter. 4. Procurement of assorted furniture in the health department estimated at UGX 10,000,000 and expected in the 2nd quarter. 5. Repair of 1 double cabin pick up estimated at UGX 19,000,000 and expected in the 2nd quarter. 6. Repair of 3 toilets in the office of the DHO estimated at UGX 4,000,000 and expected in the 2nd quarter. 7. Maintenance of 5 motorcycles in the health department estimated at UGX 5,000,000 and expected when need arises. 8. Repair of 1 staff house at Nazigo HC III estimated at UGX 29,000,000 and expected in the 2nd quarter. 9. Completion of upgrading 1 General/maternity ward and 1 placenta pit at Nakatovu HC II estimated at UGX 120,000,000 and expected in the 1st quarter. <p>The procurement plan also covered 1 item under the DDEG (District Development Equalization Grant) which was the expansion of the maternity ward at Kangulumira HC IV that was estimated at UGX 50,000,000 and expected in the 2nd quarter.</p> <p>The procurement plan also included the following items under the PHC recurrent grant:-</p> <ol style="list-style-type: none"> 1. 3 Cartridges estimated at UGX 900,000 to be used for consumption for the 1st, 2nd and 3rd quarters. 2. Procurement of assorted stationary estimated at UGX 800,000 for all quarters 3. Procurement of 2750 litres of Diesel estimated at UGX 11,000,000 for all quarters 4. Maintenance of 2 vehicles estimated at UGX 2,400,000 for all quarters. 	
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<p>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</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>There was evidence that Kayunga LG health department submitted procurement request form PP1 to the PDU by 1st quarter of the current FY. The activities below had LG PP Form 1 approved for procurement:-</p> <ol style="list-style-type: none"> Procurement of assorted furniture in the health department estimated to cost UGX 6,820,000 was approved for procurement on 10/05/2019 and confirmed for funding on 13/06/2019. Construction of a 5 spaced pit latrine at Galilaya HC III estimated to cost UGX 20,000,000 was approved for procurement on 10/05/2019 and confirmed for funding on 13/06/2019. Repair of a double cabin pickup estimated to cost UGX 15,000,000 was approved for procurement on 10/05/2019 and confirmed for funding on 13/06/2019. Maintenance of motorcycles in the health department estimated to cost UGX 5,000,000 was approved for procurement on 10/05/2019 and confirmed for funding on 13/06/2019. Procurement of assorted medical equipment estimated to cost UGX 4,295,476 was approved for procurement on 10/05/2019 and confirmed for funding on 13/06/2019. 	2
<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>Kayunga District Local Government Health department maintains a separate file for payments for Health sector and all payments were timely certified and recommended as per copy of the following sampled contracts;</p> <ul style="list-style-type: none"> Contract No KAYU/523/Wrks/18-19/00091: Construction of General Ward at Nakatovu HC II in Busaan Sub county by Wangi General Enterprises (U) Ltd. The payment was initiated on 11/6/2019, certified and recommended on 19/6/2019 and payment was made on 21/6/2019 as seen on EFT No. 24261854. Contract No KAYU/523/Wrks/18-19/00031: Construction of 2 Placenta Pits by Sparkle Technical Services Ltd. The payment was initiated on 31/12/2019, certified and recommended on 31/12/2019 and payment was made on 7/3/2019 as seen on voucher No. 22194609. Contract No KAYU/523/Wrks/18-19/00032: Construction of a 5 Stance empty able pit Latrine by Bakuzindamajja Construction Co. Ltd. The payment was initiated on 22/4/2019, certified and recommended on 22/5/2019 and payment was made on 12/6/2019 as seen on voucher No. 23701062. 	4
Financial management and reporting			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<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 4 	<p>There was evidence of timely submission of the Annual Performance Report for the previous FY (with availability of all four quarterly reports) to the Planner from the Health Department as follows:</p> <p>4th Quarter Report was submitted on 15th July 2019, 3rd Quarter Report on 12th April 2019; 2nd Quarter Report on 10th January 2019 while 1st Quarter Report was submitted on 01st October 2018.</p>	4

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</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> <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>There were no audit queries seen.</p> <p>Kayunga District Local Government Health sector was not audited.</p> <p>There were no Internal Audit Minutes to indicate any audit of Health sector.</p> <p>There was no specific Health sector responses and management responses due the fact that health sector was not audit.</p>	<p>4</p>
<p>Social and environmental safeguards</p>			
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</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 % women: score 2 	<p>There was evidence that the Health Unit Management committee (HUMC) met the gender composition as per guidelines (with a minimum of 30%). The overall gender composition from the 5 sampled health facilities was at 48%. The following was the HUMC gender composition for each facility:-</p> <p>Kayunga Hospital HUMC members were composed of 3 females and 4 Males bringing the female composition to 43%.</p> <p>Kangulumira HC IV HUMC members were composed of 3 females and 5 Males bringing the female composition to 37.5%.</p> <p>Nazigo HC III HUMC members were composed of 5 females and 2 Males bringing the female composition to 71.4%.</p> <p>Busaale HC II HUMC members were composed of 3 females and 4 Males bringing the female composition to 43%</p> <p>Ntenjeru HC III HUMC members were composed of 3 females and 4 Males bringing the female composition to 43%</p>	<p>2</p>
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</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 evidence that Kayunga LG issued guidelines on how to manage sanitation in the health facilities including separating facilities for men and women. The DHO's office had an acknowledgement of receipt of sanitation guidelines list where in charges of Busaana HC III, Kangulumira HC IV and Ntenjeru HC III signed. The specified in charges signed for National sanitation and hygiene guidelines; and Uganda Public Health Services protocols.</p> <p>Sanitation guidelines were present at all the 5 sampled health facilities of Kayunga Hospital, Kangulumira HC IV, Nazigo HC III, Busaale HC II and Ntenjeru HC III.</p> <p>In addition, sanitary facilities at all the 5 sampled health facilities were separated for men and women.</p>	<p>2</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> 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 	<p>There was evidence that all health facility infrastructure projects were screened before approval for construction using the checklist for screening of projects in the budget guidelines. Where risks were identified, the screening forms included mitigation actions. The following health facility infrastructure projects were screened:-</p> <p>On 11/02/2019, a screening report with suggested mitigation measures was compiled for the renovation of Bbaale health centre theatre. The site was visited on 30/10/2018 under project number KAYU/523/WRKS/18.19.000</p> <p>On 11/02/2019, a screening report with suggested mitigation measures was compiled for the construction of 3 placenta pits at Lugasa HC III, Kangulumira HC IV and Kawongo HC III.</p> <p>The construction of a general ward for Nakatovu HC II and Busaana Health center under project number KAYU/523/WRKS/18.19.00091 was screened for environmental risks and mitigation measures suggested.</p> <p>Upgrading Bukamba HC II and Nazigo Health facilities under project number KAYU/523/WRKS/18.19.00119. These projects were screened for environmental risks and mitigation measures suggested.</p>	2
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>There was evidence that the environment officer and the community development officer visited the sites and checked whether the mitigation plans were complied to.</p> <p>The 'environmental and social certification form for local government projects' was issued (signed and stamped) by the senior environment officer for the following projects after mitigation measures were met.</p> <p>The construction of 3 placenta pits at Lugasa HC III, Kangulumira HC IV and Kawongo HC III was certified on 20/12/2018</p> <p>The construction of a new roof for Bbaale HC II was certified on 8/03/2019</p> <p>The construction of a general ward at nakatovu HC II and Busaana Health facilities.</p> <p>The upgrade of Bukamba HC II was awarded certification number 007/18/19 and the project type was KAYU/523/WRKS/18.19.00119.</p>	2
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> 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. 	<p>There was evidence that Kayunga LG issued guidelines on medical waste management.</p> <p>There was an acknowledgement list at the DHO's office signed by all health facility in charges on 12/03/2018 showing receipt of both booklet and charts regarding waste management guidelines.</p> <p>All the 5 sampled health facilities of Kayunga Hospital, Kangulumira HC IV, Nazigo HC III, Busaale HC II and Ntenjeru HC III had in possession a booklet with these guidelines and charts pinned up on specific walls within those health facilities.</p> <p>Color coded waste bins were in visible range at all health facilities visited.</p>	4

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"> • 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: <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 	<p>The overall LG safe water coverage was 77% (70% urban and 79% rural) as derived from the 4th Quarter report received by the PS office on 5th September 2019.</p> <p>The District Water Office updated its coverage status was derived from the 4th Quarter report received by the PS office on 5th September 2019.</p> <p>According to the annual work plan 2019/2020 received 5th September 2019, Page 3, 100% of the targeted sub counties were below the district coverage as follows: Galiraya(40%),Bbaale(66%),Kayonza(49%),Kitimbwa(48%),Busaana(63%) and Nazigo(70%).</p> <p>Therefore this represent 100% of targeted subcounties below district coverage to safe water access.</p>	10
<p>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)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • 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. <ul style="list-style-type: none"> 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 	<p>Local government targeted 9 boreholes.</p> <p>A total of 9 boreholes were actually drilled. Of the 9 drilled, seven were successfully completed and installed with hand pumps. The other 2 were dry wells.</p> <p>The borehole numbers were DWD 56601 (Kangulumira), DWD 56602 (Nazigo), DWD 56603 (Busaana), DWD 56604 (Galiraya), DWD 56605 (Kayonza), DWD 56607 (Nazigo), DWD 56609 (Bbale), DWD 56609 (Galiraya) and DWD 56622 (Galiraya).</p> <p>Evidence provided was through the drilling contractor's report of January 2019 and payment certificates to Galaxy Agro Tech (U) Ltd. of 31st May 2019 and under procurement reference number KAYU/523/WRKS/18-19/00056.</p> <p>This implies that all the 9 projects planned were implemented which indicated 100% planned and implemented.</p>	15
Monitoring and Supervision			

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</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 Local Government provided monitoring reports for 16 water facilities including the 9 constructed during FY 2018/2019. Form 1s for 9 new boreholes and Form 4s for rehabilitated boreholes were presented.</p> <p>The monitoring report was submitted by the DWO on 5th May 2019.</p> <p>16 facilities were planned and 16 facilities were monitored during the implementation period. This represents 100% implementation of planned water facilities.</p>	<p>15</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 	<p>The Local Government submitted data according to Form 4 in the 4th quarter report submitted on 5th September 2019.</p> <p>The data obtained from MoWE (on Management Information System (MIS)) was not up to date (up to June 2019). As an example the LG has borehole sources with DWD numbers that were not yet in the MoWE MIS. These boreholes were verified as existing in the villages as reported by the LG but they were not captured in the MIS of MoWE.</p> <p>Using the Form 4, the LG submitted the wells rehabilitated in FY18/19.</p> <p>The MIS of MoWE presented the following statistics as the status of water sources in the districts</p> <p>Protected springs (80);</p> <p>Shallow wells (282);</p> <p>Deep boreholes (577);</p> <p>Rain water harvesting tanks (39);</p> <p>Dams (2);</p> <p>Valley tanks (8);</p> <p>Kiosks (94);</p> <p>Yard taps (1223);</p> <p>House hold (46); and</p> <p>IC (88)</p> <p>There was no evidence of the summary of Form 1 and Form 4s were seen for comparison purposes.</p>	<p>0</p>

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>The list of water sources funded from the rural water grant were:</p> <ol style="list-style-type: none"> Namakandwa; Busagazi; Kuffu; Kalenge; Kazinga; Kisoga; Nabisubyaki; Nakatuli;and Katayigwa. <p>According to the Local Government 4th quarter report submitted in June 2019,MIS reports through Form 1s (seven in number) were submitted for water sources in the following places:</p> <ol style="list-style-type: none"> Namakandwa; Busagazi; Kuffu; Kalenge; Kazinga; Kisoga; and Nabisubyaki. <p>It was noted that that the two water sources in Nakatuli and Katayigwa were categorized as dry wells due to insufficient yield in accordance with the MoWE recommended minimum yield of 500 liters/hour. That explained why the list funded has 9 water sources and the 4th quarter report has 7 water sources.</p> <p>The list of water facilities were consistent in both the PBS(FY18/19 and 4th quarter report) and the MIS reports captured in the Form 1s.</p>	<p>5</p>
<p>Procurement and contract management</p>			
<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>Maximum 4 for this performance measure</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 AWP (approved on 29th September 2019), Pgs. 53-54 was consistent with the procurement requisitions for 4 boreholes and 3 production wells.</p> <p>Evidence from LGPP Form 1 RGS (1) shows that the requisitions for FY 2019/2020 were made on 30th May 2019.</p> <p>This was beyond the deadline date stated for submissions.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</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>Although there was evidence of a contract implementation plan dated 22nd November 2018 and endorsed by the contract manager(the DWO), there was no written report of monthly site visits.</p>	<p>0</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>According to the consultant's (Scan water) report of 21st January 2019, the facilities were deemed to have met the specifications and approved by the DWO, letter ref SWC/21/001/2019.</p> <p>The boreholes had Indian Mark 2 pumps with stainless steel pipes and rods on a well built and finished concrete apron. The drainage channel is 3m with the soak pit away from the borehole.</p> <p>To confirm the designs, field visits were made to the water sources below:</p> <p>Kisoga(DWD 56606);</p> <p>Busagazi(DWD 56602);and</p> <p>Namakandwa (DWD 56601).</p> <p>The 3 water sources visited were found to be in conformity with the contractual designs.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>There was evidence of a commissioning report on 12th June 2019. The report was received by the office of the CAO and accompanied with photographs of the commissioning of some of the facilities.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>For the drilling of the 9 borehole for FY 2018/2019, the DWO prepared a substantial completion payment certificate (Ush 139,715,754) on 1st February 2019 which was signed by the CAO on 12th February 2019.</p>	<p>2</p>

<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>Kayunga District Local Government Water department maintains records for payments for Water sector and all payments were timely certified and recommended as per copy of the following sampled contracts;</p> <p>Contract number: KAYU/523/WRK/17-18/00067: Drilling and inspection of 10 hand pump boreholes by Galaxy Agri Tech (u) Ltd. V/NO: 23067187 initiated on 18/3/2019 approved by the District Water Officer on 18/3/2019 and certified by the Chief Administrative Officer on 10/4/219 and this payment with amount of UGX16, 220,964 was made on 29/4/2019. This payment was made in 11 days.</p> <p>Contract number: KAYU/523/WRK/2017-2018/00061: construction and installation of solar pump systems and distributing pipe works for Kitimbwa water supply scheme by MsAptech Africa Ltd. V/NO: 23067186 initiated on 18/3/2019 approved by District Water Officer on 29/3/2019 and this payment with amount of UGX16,460,090 was done on 29/3/2019. This payment was made in 11 days.</p> <p>Contract number: KAYU/523/WRK/18-19/00056: Drilling, Development, Construction, Test pumping and Installation of nine (9) Boreholes by Sean water Contractors and Consultants Ltd. V/NO: 23067187 initiated on 21/01/2019 and recommended on 1/2/2019 and this payment with amount of UGX14,067,429 was made on 29/4/2019. This payment was made in 8 days.</p>	<p>3</p>
<p>Financial management and reporting</p>			
<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<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 	<p>There was evidence that the Water Department submitted the Annual Performance Report for the previous FY (with availability of all four quarterly reports) to the Planner as follows:</p> <p>4th Quarter Report was submitted on 08th July 2019, 3rd Quarter Report on 12th April 2019; 2nd Quarter Report on 14th January 2019 while 1st Quarter Report was submitted on 10th October 2018. This is within the required dates of submission.</p>	<p>5</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 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 <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 	<p>There were no audit queries, There were no Internal Audit Minutes to indicate any comprehensive audit of the Water sector for Quarters 1, 2 and 4.</p> <p>There were no specific Water sector responses and management responses due the fact that Water sector was not audited.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</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>There was evidence of minutes that the Production, Natural Resources, Technical Services and Works Standing Committee of Council responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, etc. during the previous FY as follows:</p> <ol style="list-style-type: none"> On 15th May 2019 in the District Health Boardroom, under the following minutes: <ol style="list-style-type: none"> Min. 113/PTN/05/18/19: Highlights of the Sector Budget Estimates; and Min. 115/PTN/05/18/19: Reactions to Min 113 and Recommendations. On 14th March 2019 in the District Health Boardroom, under the following minutes: <ol style="list-style-type: none"> Min. 104/PTN/03/18/19: Consideration of Sector Annual Work Plan FY 2019/20 for Works and Technical Services; and Min. 108/PTN/03/18/19: Reactions and Recommendations. On 14th March 2019 in the District Production Department Office, under the following minutes: <ol style="list-style-type: none"> Min. 96/PTN/12/18/19: Consideration of Sector 3rd Quarter Work Plan for Works and Technical Services; and Min. 98/PTN/12/18/19: Reactions and Recommendations. On 22nd November 2018 in the District Production Department Office, under the following minutes: <ol style="list-style-type: none"> Min. 86/PTN/11/18/19: Consideration of Sector Monitoring Report; Min. 88/PTN/11/18/19: Consideration of Sector Activities done from October to November for Technical Services and Works; and Min. 89/PTN/11/18/19: Reactions and Recommendations. On 24th September 2018 in the District Health Boardroom, under the following minutes: <ol style="list-style-type: none"> Min. 85/PTN/10/18/19: Consideration of the previous minutes – Consideration of 1st Quarter Progress Reports for Water Sector; and Min. 86/PTN/10/18/19: Consideration of 2nd Quarter Work Plan for Technical Services and Works.
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<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>There was evidence of minutes that the Production, Technical Services and Natural Resources Committee responsible for Water presented issues that required Kayunga District Council's approval during the following council meetings:</p> <ol style="list-style-type: none"> On 11th October 2018 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> Minute No. Min 397/KDC/10/18/19: Consideration of Standing Committee Reports for Production, Technical Services, and Natural Resources Committee Report; and Minute No. Min 399/KDC/10/18/19: Approval of Supplementary Budget Proposals for FY 2018/2019. On 28th November 2018 in the District Council Chamber at Ntenjeru, under Minute No. Min 408/KDC/11/18/19: Consideration of Standing Committee Reports for Production, Technical Services, and Natural Resources Committee Report. On 05th March 2019 in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> Minute No. Min 419/KDC/03/18/19: Consideration of Standing Committee Reports for Production, Technical Services, and Natural Resources Committee Report; and Minute No. Min 420/KDC/03/18/19: Approval of Supplementary Budget Proposal Schedule No. 3 for the following items: <ul style="list-style-type: none"> Construction of Patients Building at Busaana HC III of UGX 200,000,000 for the Health Department under MoH; Support to PLE activities under the Education Department in the amount of UGX 26,041,000 from UNEB; Support to UWEP Groups under the Community Development Department in the amount of UGX 7,320,000; and Funding towards Parish Community Associations Model under the Community Development Department of UGX 190,000,000 from OPM. On 04th April 2019 in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> Minute No. Min 427/KDC/04/18/19: Consideration of Standing Committee Reports for Production, Technical Services, and Natural Resources Committee Report; and Minute No. Min 428/KDC/04/18/19: Motion for Laying of Kayunga District Budget for FY 2019/20. On 29th May 2019 in in the District Council Chamber at Ntenjeru, under: <ol style="list-style-type: none"> Minute No. Min 433/KDC/05/18/19: Consideration of Standing Committee Reports for Production, Technical Services and Natural Resources Committee Report; and Minute No. Min 434/KDC/05/18/19: Motion for Approval of Kayunga District Budget for FY 2019/20. 	<p>3</p>
<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>A chart for Kayunga district approved investment projects and indicative planning for FY 2018/2019 was displayed but it(the chart) was not duly signed nor stamped.</p> <p>There was also a display of quarter release of funds for water sector dated 10th April 2019 duly signed by the DWO but not stamped.</p> <p>The signing and stamping of the displayed information is a critical requirement that was missed.</p>	<p>0</p>

<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>The public sanitation facility bore clear labels inclusive of Funder as Kayunga DWSCG, FY 2018/2019, Contractor: M/S Muyizzi Construction Ltd, Contract sum: SHS 24,967,300</p> <p>The 3 borehole sites were:</p> <ol style="list-style-type: none"> DWD 56601 (Namakandwa) drilled 30/11/2018; DWD 56602 (Busagazi) drilled 01/12/2018 and DWD 56606 (Kisoga) drilled 11/12/2018 <p>These had clearly engraved labels showing name, date, source of funding as well as the DWD numbers.</p>	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"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>There was no evidence of display of tenders and contract awards on the district notice board</p>	0
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was evidence that communities applied for water facilities. The sampled application forms below are indicative of how communities participate in WSS programme</p> <ol style="list-style-type: none"> Kalenge dated 3/09/2018; Wunga LC1 dated 21/11/2018 and Kidukulu LC1 dated 12/09/2018. 	1
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> 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 have an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>Borehole DWD 56601 (Namakandwa) was found in a fully functional state complete with a protective fence with a woman chairperson. It was established that a record book was also kept. The Water User Committee (WUC) was selected with 5 women making a collection of UGX 1000/month.</p> <p>Borehole DWD 56602 (Busagazi-Butikiro) had women on the committee, was fully functional and fenced.</p> <p>Borehole DWD 56606 (Kisoga) had female chairperson on the WSC, it was found fully functional and with a protective fence.</p> <p>The information above indicated that the Water and Sanitation committees were functional and had women represented in key positions.</p>	2
Social and environmental safeguards			

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<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>The social and environmental risk screening check lists were filled for all the 9 boreholes drilled and a 5 stance pit latrine in Namagabi UMEA P/S under project number KAYU/523/WRKS/18-19/00056.</p> <p>Screening reports for 13 projects were availed.</p> <p>Mitigation measures for the projects were to large extent implemented.</p>	<p>2</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<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 	<p>The final design report for Kitimbwa – Kyerima water supply system was done by Ark Associates Ltd. of August 2013. The report had an EIA component.</p> <p>There were no environmental concerns for follow up.</p>	<p>1</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>The two contracts availed: (CR 207/1) Procurement Ref No. KAYU/523/WRKS/18-19/00056; and WRKS/18-19/00051 had clauses on environmental protection after GCC 60.1.</p>	<p>1</p>

<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>There was a record of Water Source Committees (WSCs) for new boreholes and those rehabilitated.</p> <p>The report was submitted by the DWO to CAO on 24th June 2019 and covered 12 water and sanitation committees that were trained by the ADWO.</p> <p>From the report presented, the dis aggregation of women representation was as follows:</p> <p>Women: 40;</p> <p>Men: 32</p> <p>Total 72</p> <p>The overall representation of women on WSC was 55%.</p> <p>According to information on the MIS of MoWE, the composition of membership in the respective villages is as follows:</p> <p>Katikanyonyi (2 women out of 6 members representing 33%);</p> <p>Nakivubo A (2 women out of 6 members representing 33%);</p> <p>Kiwula (2 women out of 6 members representing 33%);</p> <p>Kafumba (2 women out of 6 members representing 33%);</p> <p>Wabukwa (3 women out of 6 members representing 50%) and</p> <p>Senda (1 woman out of 6 members representing 16.7%).</p> <p>From the information above, the average only one water source committee complies with the standard of 50% women on WSCs. The average composition of WSCs with women in key positions according to the MIS is 33%.</p> <p>The percentages from the district report(55%) and MIS reports(33%) were computed at an average 44% of WSCs with at least 50% women in key positions.</p> <p>The district was therefore found to be non-compliant with the requirement of at least 50% WSCs being women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements.</p>	<p>0</p>
<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>Only one public sanitation facility was constructed in FY 2018/2019 and was visited.</p> <p>The facility is in Nakirubi rural growth center in Kangulumira Sub County. It had separate stances for men and women and also had a ramp and handles for people with disabilities (PWD).</p>	<p>3</p>