



LGMSD 2021/22

Bushenyi District

(Vote Code: 506)

| Assessment | Scores |
|---|---------------|
| Crosscutting Minimum Conditions | 95% |
| Education Minimum Conditions | 100% |
| Health Minimum Conditions | 90% |
| Water & Environment Minimum Conditions | 90% |
| Micro-scale Irrigation Minimum Conditions | 100% |
| Crosscutting Performance Measures | 84% |
| Educational Performance Measures | 71% |
| Health Performance Measures | 81% |
| Water & Environment Performance Measures | 73% |
| Micro-scale Irrigation Performance Measures | 73% |

**Crosscutting
Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|--|---|--|----------|
| Local Government Service Delivery Results | | | | |
| 1 | <p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p> | <ul style="list-style-type: none"> • Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): • If so: Score 4 or else 0 | <p>The LG provided evidence that infrastructure projects implemented using DDEG funding is functional and utilized as per purpose of the projects.</p> <p>The projects were.</p> <ol style="list-style-type: none"> 1. Latrine construction at Kyamacumu P/S, UGX. 25,000,000 (ABPR, 35). 2. Construction of 5 Stance VIP lined latrine at Kyabugimbi HCIV, UGX 25,000,000 (ABPR, page, 36). 3. Construction of Market stalls in Bumbaire Sub County, UGX. 13,782,592 (ABPR, page, 58). | 4 |
| 2 | <p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p> | <p>a. If the average score in the overall LLG performance assessment increased from previous assessment :</p> <ul style="list-style-type: none"> o by more than 10%: Score 3 o 5-10% increase: Score 2 o Below 5 % Score 0 | <p>LLGs were not assessed in 2021/2022.</p> | 0 |

| | | | | |
|---|---|---|--|---|
| 2 | <p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p> | <p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> • If 100% the projects were completed : Score 3 • If 80-99%: Score 2 • If below 80%: 0 | <p>Evidence provided showed the DDEG funded investment projects implemented were completed as per performance contract end of the FY 2021/2022.</p> <p>The projects were.</p> <ol style="list-style-type: none"> 1. Latrine construction at Kyamacumu P/S, UGX. 25,000,000 (ABPR, 35). 2. Construction of 5 Stance VIP lined latrine at Kyabugimbi HCIV, UGX 25,000,000 (ABPR, page, 36). 3. Construction of Market stalls in Bumbaire Sub County, UGX. 13,782,592 (ABPR, page, 58). 4. Renovation of Kyeizooba S/C Headquarters, UGX.11,921,092 (ABPR, page, 62). | 3 |
| 3 | <p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p> | <p>a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:</p> <p>Score 2 or else score 0.</p> | <p>Bushenyi LG budgeted for DDEG, UGX. 595,416,000 (ABPR, page,4).</p> <ol style="list-style-type: none"> 1. HLG UGX 273,290,271. 2. LLGs UGX 322,125,729. <p>The LG budgeted and spent all the UGX. 273,290,271 DDEG for FY 2021/2022 on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines.</p> <p>Projects and activities were.</p> <ol style="list-style-type: none"> 1. Latrine construction at Kyamacumu P/S, UGX. 25,000,000 (ABPR, 35). 2. Construction of 5 Stance VIP lined latrine at , Kyabugimbi HCIV, UGX 25,000,000 (ABPR, page, 36). 3. Titling of Government Lands, UGX. 36,119,000 (ABPR, page, 51). 4. Construction of Market stalls in Bumbaire Sub County, UGX. 13,782,592 (ABPR, page, 58). | 2 |

5. Trade information Centre- Computer and Office Table- 23,000,000 ABPR, page, 61).

6. Payment of Retention for construction of office block at Kyabugimbi S/C UGX. 7,226,082 (ABPR, page, 61).

7. Renovation of Kyeizooba S/C Headquarters, UGX.11,921,092 (ABPR, page, 62).

8. Retention for fencing District stadium, UGX. 1,069,670 (ABPR, page,).

9. Purchase of desk top computers for Planning department and District Service Commission at UGX. 6,600,000 (ABPR, page57)

10. Purchase of Multipurpose Printer at UGX. 6,101,000 (ABPR, page ,57)Purchase of Executive Table and Cupboard at UGX. 4,000,000 (ABPR, 57).

11. Purchase of lap top Computer at UGX. 7,000,000 (ABPR, page, 58).

12. Purchase of - ICT - Projectors-824 (Project and the projector screen) at UGX. 8,999,869 (ABPR, page,58).

13. Purchase of multipurpose printer at UGX. 5,999,000 (ABPR, page, 58).

14. Contract Monitoring at UGX.- 1,000,000 (ABPR, page, 58).

15. Environmental compliance (EIA), UGX.3,000,000 (ABPR, page 51).

16. Revenue - Data Collection and Analysis- at UGX.3,000,000 (ABPR, page, 12).

17. Appraisal of capital works- Facilitation-for preparation of BOQs, UGX. 2,000,000 (ABPR, page, 44).

18. Retooling of ICT Department - Assorted Computer Accessories. Network connectivity within the entire

administration block at UGX.
6,000,000 (ABPR, page, 56).

19. ICT Equipment Retooling, ISCs -
PIP, ISCs at UGX. 21,813,880 (ABPR,
page, 10 & 11).

21. Capacity Building –Administration
(10%), UGX. 27,329,043 (ABPR,
page, 9).

22. Supervision and monitoring (10%),
UGX 27,329,043 (ABPR, page, 56).

Total, UGX.273,290,271.

Investment
Performance

Maximum 4 points on
this performance
measure

b. If the variations
in the contract price
for sample of
DDEG funded
infrastructure
investments for the
previous FY are
within +/-20% of
the LG Engineers
estimates,

score 2 or else
score 0

There was evidence the contract price
for sampled DDEG funded
infrastructure investments for FY
2021/2022 were within +/- 20% of the
LG Engineer's Estimates. Sampled
DDEG funded projects included;

Construction of market shade at
Bambaire. The Budget for the project
was UGX 7,000,000/=. The Engineer's
Estimates was UGX 14,905,524/= and
the contract price according to contract
agreement signed between Bushenyi
District LG and M/S The Sajas
Company Ltd dated 1st/06/2022 was
UGX 14,703,331/= The price variation
was 1.3%

The construction of 5-stance latrine at
Kyamakyumu Primary School; the
Engineer's Estimates according to
costed Bills of Quantities dated
26th/07/2021 was UGX 24,999,008/=.
The contract price for the project
according to contract agreement dated
4th/01/2022 signed between the LG
and M/S Arthur Technical Services Ltd
was UGX26,786,000/=. The price
variation for the project was 7.1%

Construction of 5-stance lined pit
latrine at Kyabugimbi HC IV with
Engineer's Estimates of UGX
24,999,008/=. The contract price for
the project was UGX 26,563.948/=.
The price variation for the project was
-6%

Performance Reporting and Performance Improvement

| | | | | |
|---|---|--|---|---|
| 4 | <p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p> | <p>a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,</p> <p>score 2 or else score 0</p> | <p>There was evidence that the information on the positions filled in LLGs as per minimum staffing standards was accurate.</p> <p>Three LLGs were visited, and the staff were in place as follows:</p> <ol style="list-style-type: none"> 1. Nyabubare Sub county had a staff list of 14 staff according to HRM division's list, and the staff list at the Sub county indicated 14 staff, as well. 2. Kizinda Town Council had a total of 10 staff according to HRM division's list and the staff list at the Town Council indicated 10 staff as well 3. Ibaare Sub County had a staff list of 14 staff according to HRM division's list and the staff list at the Sub County, indicated 14 staff as well. | 2 |
| 4 | <p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p> | <p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <p>• If 100 % in place: Score 2, else score 0.</p> <p><i>Note: if there are no reports produced to review: Score 0</i></p> | <p>Evidence availed showed that the infrastructure constructed using the DDEG FY 2021/2022, were completed as per completion reports by the DLG Planner and Engineer.</p> <p>The projects were.</p> <ol style="list-style-type: none"> 1. Latrine construction at Kyamacumu P/S, UGX. 25,000,000 (ABPR, 35). 2. Construction of 5 Stance VIP lined latrine at Kyabugimbi HCIV, UGX 25,000,000 (ABPR, page, 36). 3. Construction of Market stalls in Bumbaire Sub County, UGX. 13,782,592 (ABPR, page, 58). | 2 |

Human Resource Management and Development

| | | | | |
|---|---|--|---|---|
| 6 | <p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p> | <p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p> | <p>The LG consolidated and submitted the staffing requirements for the coming FY to MoPS in a letter dated 28th/09/2022. It was received by MoPS and MoFPED on 30th/09/2022.</p> | 2 |
| 7 | <p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p> | <p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p> | <p>There was evidence produced by the LG of tracking and analysis of staff attendance as per guidelines by MoPS Circular Standing Instructions (CSI). This was in a report titled "Report on daily attendance for the FY 2021/2022- MANAGEMENT". Tumuhimbise Christine had the highest attendance of 131 days from July to December 2021 while Kiconco Scovia, Kakembo Aggrey Sekandi and Atukwatsa Loyce had the lowest days attended (0 days, 3 days, and 1 day respectively). The attendance of staff was affected by the Lockdown due to COVID-19, COVID 19, annual leave, workshops, maternity leave, and study leave.</p> | 2 |

| | | | | |
|---|---|---|--|--|
| 7 | 1 | <p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p> | <p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p> | <p>There was evidence that Heads of Departments were appraised for the previous FY against their performance agreements as follows:</p> <ol style="list-style-type: none"> 1. The Chief Finance Officer Mbamanyire Medard was appraised on 7/07/2022. 2. The District Planner Bamusiime Dickson was appraised on 7/7/2022. 3. The District Engineer Mbonimpa Barnabas was appraised on 28/06/2022. 4. The District Natural Resource Officer Mugyenzi Cyril was appraised on 30/06/2022. 5. The District Production and Marketing Officer Tumuhimbise Gordon was appraised on 30/06/2022. 6. The District Community Development Officer Muhanguzi Basil was appraised on 30th/06/2022. 7. The District Commercial Officer Mutahunga Vincent was newly appointed (19/09/2022) but Nahabwe Sharon who was on the assignment of duties as DCO (20/10/2021) was appraised on 30/6/2022. 8. The District Education Officer Rwampororo Saul was appraised on 30th/06/2022. 9. The District Health Officer Mwesigye Edward was appraised on 30th/06/2022. |
| 7 | 1 | <p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p> | <p>ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in</p> | <p>There was evidence that administrative rewards and sanctions were implemented.</p> <p>The Rewards and Sanctions committee sat on 23 /09/2021 and discussed several cases of the 1st</p> |

the guidelines: Quarter FY 2021/2022'; These included cases of examination malpractices by Kyotungyire Mercy Senior Education Assistant, Musinguzi Bruno Education Assistant, Kanyesigye Agrace Senior Education Assistant and Akahiirwe Precious. Also cases of Abscondment from duty by Namanya Esau education Assistant II, Atukwatse Lydia Education assistant II and Nayebare Annah Parish Chief among others.

Score 1 or else 0

These were recommended for warning and some were to continue suspending their salaries. Other meetings of the rewards and sanctions committee were as follows; 2nd Quarter held on 13th/12/2021, 3rd Quarter held on 23rd03/2022 and 4th Quarter on 20th May 2022. Most of the cases were on abscondment from duty and misconduct.

The committee is composed of;

1. Mr. Mbamanyire Medard CFO as a Chairperson
2. Ms. Kembabazi Rabbeca HRO as Minute Secretary
3. Mr. Tumuhimbise Gordon DPO as a member
4. Mr. Muhanguzi Basil DCDO as a member
5. Ms. Ainomugisha Judith SAS as a member
6. Ms. Nakayenga Pauline PHRO/ Secretary.
7. Mr. Tayebwa Eliab Nuwamanya ADHO-MCH/ Member
8. Mr. Atwine Kikabuzi Robert for EO/ Member.

7

Performance management

Maximum 5 points on

iii. Has established a Consultative Committee (CC) for

There was evidence that the LG established a consultative committee for staff grievance management which

1

this Performance Measure

staff grievance redress which is functional.

Score 1 or else 0

is functional. The committee is composed of;

1. Ms. Nahabwe Sharon– PCO/ Committee Chairperson
2. Ms. Busiisi Jovanance – Committee Focal person
3. Mr. Bamusiime Dickson – Member
4. Ms. Atukwatsa Loyce -Member
5. Mr. Ahabwe William – Member
6. Ms. Nakayenga Pauline – Secretary
7. Mr. Tushabe Gregory – Chairperson UHWU/ Member
8. Ms. Nyakato Enid – Treasurer UNMU/Member
9. Mr. Matigi Michael – Chairperson NUGAW/Member.
10. Mr. Musinguzi Alexon – Chairperson UNATU/Member.
11. Ms. Tumushabe Florence – Chairperson UNMU/Member

The committee held a meeting for the 3rd Quarter Grievance cases on 29 /3/2022 and for 4th Quarter on 27/06/2022. Cases discussed included;

1. Continuous deduction of rent from Mr. Ahabwe Williams a staff member yet he spent money to renovate the house on condition that it was to be deducted as part of rent.
2. Need for promotion by health workers who had acquired higher qualifications.
3. Receiving of lunch allowance by some support staff while others don't receive it.
4. Poor housing facilities in the District staff Quarters.
5. Need for break tea in all

departments.

The committee agreed to submit all the prevailing grievances to CAO for action.

Some of the responses from CAO were on file dated 31/03/2022, 14/04/2022, 13/05/2022 and 8 /07/2022.

8

1

Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

There was evidence to show that 100% of staff recruited in Previous FY accessed the salary payroll within 2 months. A total of 17 staff were appointed and accessed Payroll as follows;

1. Mwebesa Wiberforce a Senior Office Supervisor was appointed on 8/02/2022, assumed duty on 3/03/2022 and accessed the payroll in April 2022

2. Nuwagaba Andrew Assistant Inventory Mangement Officer was appointed on 8 /02/2022, assumed duty on 25/03/2022 and accessed the payroll in May 2022.

3. Baryaija B Kebire Askari was appointed on 8 /02/2022, assumed duty on 2/03/2022 and accessed the payroll in May 2022.

4. Nasasira Alfa Senior Land Management Officer was appointed on 19/05/2022, assumed duty on 26/07/2022 and accessed the payroll in May 2022.

5. Tumussime Richard Parish Chief was appointed on 10/03/2022, assumed duty on 25/03/2022 and accessed the payroll in May 2022.

6. Atwine Leuben Parish Chief was appointed on 10/03/2022, assumed duty on 29/03/2022 and accessed the payroll in May 2022.

7. Kubonera Doreen Assistant Nursing Officer was appointed on 8/06/2022,

assumed duty on 28/06/2022 and accessed the payroll in August 2022.

8. Kahangye Victor Senior Civil Engineer (water) was appointed on 19/05/2022, assumed duty on 10/06/2022 and accessed the payroll in July 2022.

9. Tumukwatse Bernard Parish Cheif was appointed on 10/03/2022, assumed duty on 29/03/2022 and accessed the payroll in May 2022.

10. Arikiriza AAdrine Parish Chief was appointed on 10 /03/2022, assumed duty on 31/03/2022 and accessed the payroll in May 2022.

11. Abaine Annah Parish Chief was appointed on 10/03/2022, assumed duty on 25/03/2022 and accessed the payroll in May 2022.

12. Muhereza Anatori Agriculture Officer was appointed on 8/06/2022, assumed duty on 27/06/2022 and accessed the payroll in August 2022.

13. Muhanguzi Sadith Office attendant was appointed on 11/03/2022, assumed duty on 28/03/2022 and accessed the payroll in April 2022.

14. Mutegyeki Barnabas Office Attendant was appointed on 11/03/2022, assumed duty on 5/04/2022 and accessed the payroll in May 2022.

15. Atuhaire Gift Office attendant was appointed on 11/03/2022, assumed duty on 1/04/2022 and accessed the payroll in May 2022.

16. Nuwashaba Shadia Office Attendant was appointed on 11th/03/2022, assumed duty on 28th/03/2022 and accessed the payroll in May 2022.

17. Atuhwere Monica Office Attendant was appointed on 11/03/2022, assumed duty on 8/04/2022 and accessed the payroll in May 2022.

Pension Payroll management

Maximum 1 point on this Performance Measure or else score 0

a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:

Score 1.

There was evidence that 100% of staff that retired during the previous FY accessed the pension payroll not later than two months after retirement. A total of 19 staff and a sample was taken as follows;

1. Nampebwa Jane Francis head teacher retired on 20/08/2021 and accessed payroll in September 2021.
2. Byamugisha Eliasaph an Agriculture Officer retired on 12/02/2022 and accessed payroll in March 2022.
3. Busingye Medias Kamwezi assistant Education Officer retired on 1/01/2022 and accessed payroll in February 2022.
4. Turyahikayo Wiilliam head teacher retired on 1/01/2022 and accessed payroll in February 2022.
5. Byamukama DL DCO retired on 1/10/2021 and accessed payroll in November 2021.
6. Kangume Eldard Assistant Education Officer retired on 1/12/2021 and accessed payroll in January 2022.
7. Atuhairwe Annet M Education Assistant II retired on 1/07/2021 and accessed payroll in August 2021.
8. Rwankwizire Pandasio an Askari Retired on 1/07/2021 and accessed Payroll in September 2021.

Management, Monitoring and Supervision of Services.

Effective Planning,
Budgeting and
Transfer of Funds for
Service Delivery

Maximum 6 points on
this Performance
Measure

a. If direct transfers
(DDEG) to LLGs
were executed in
accordance with
the requirements of
the budget in
previous FY:

Score 2 or else
score 0

Bushenyi LG Annual budget for DDEG
for FY 2021-2022 (ABPR, page,4) was
UGX.595,416,000, for HLG and LLGs.
The allocation was HLG, UGX.
273,290,271 and LLGs, UGX.
322,125,729.

The amount transferred to LLGs of
UGX. 322,125,729 was as follows.

| . Sub-county | UGX. |
|-------------------|--------------------|
| 1. Bitooma S/C | 27,623,001 |
| 2. Bumbaire S/C | 28,667,001 |
| 3. Ibaare S/C | 25,140,999 |
| 4. Kyabugimbi SC | 40,812,729 |
| 5. Kakanju S/C | 35,850,000 |
| 6. Kyamuhunga S/C | 38,199,999 |
| 7. Kyeizooba S/C | 38,723,001 |
| 8. Nyabubare S/C | 59,355,999 |
| 9. Ruhumuro S/C | 27,753,000 |
| TOTAL | 322,125,729 |

b. Amount budgeted and released to
TCs was, UGX. 31,980,000 (ABPR,
page, 4. This was a separate figure
under its own budget-line).

| | |
|--------------|-------------------|
| 1 Rwentuha | 10,206,153 |
| 2 Kyamuhung | 21,773,347 |
| Total | 31,980,000 |

Effective Planning,
Budgeting and
Transfer of Funds for
Service Delivery

Maximum 6 points on
this Performance
Measure

b. If the LG did
timely warranting/
verification of direct
DDEG transfers to
LLGs for the last
FY, in accordance
to the requirements
of the budget:
(within 5 working
days from the date
of receipt of
expenditure limits
from MoFPED):

Score: 2 or else
score 0

The LG did not timely warrant DDEG
transfers to LLGs FY 2021/2022.

Time taken;

Q 1-21 days;

Q 2-15 days

Q 3-27 days.

Notification of Expenditure Limits
Warranted

Q 1- 06/07/2021
27/07/2021

Q 2- 30/09/2021
15/10/2021

Q 3- 22/12/2021
18/01/2021

| | | | | |
|----|---|--|--|---|
| 10 | 0 | Effective Planning, Budgeting and Transfer of Funds for Service Delivery | c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter: | The evidence shows that the LG did not invoice and communicate all DDEG transfers to the LLGs within 5 working days within from the date of receipt of the funds release in each quarter. |
| | | Maximum 6 points on this Performance Measure | Score 2 or else score 0 | <p>Time taken;</p> <p>Q 1- 27 days</p> <p>Q 2- 32 days</p> <p>Q 3- 29 days</p> |
| | | | | The communication and invoicing were on the following dates below; |
| | | | | <p>Notification of Cash release from MOFPED Invoiced</p> |
| | | | | <p>Q 1- 06/07/2021 02/08/2021</p> |
| | | | | <p>Q 2 -30/09/2021 02/11/2021</p> |
| | | | | <p>Q 3 -22/12/2021 20/01/2021</p> |
| 11 | 2 | Routine oversight and monitoring | a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines: | The LG provided evidence on supervision and mentoring of LLGs in the District on quarterly basis as per reports below; |
| | | Maximum 4 points on this Performance Measure | Score 2 or else score 0 | <p>• Monitoring & Mentoring Reports</p> <p>Q1 report dated, 09/09/ 2021</p> <p>Q2 report dated, 26/02/2022</p> <p>Q3 report dated , 04/05/ 2022</p> <p>Q4 report dated , 27/06/2022</p> |

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:

Score 2 or else score 0

The LG availed reports which showed that results and reports of support supervision and monitoring visits were discussed in the TPC by the District to make recommendations for corrective actions and follow up.

The minutes were as follows;

The monitoring/Mentoring reports were discussed in the following TPC Meetings

Q1, TPC dated 19/11/2021 under MIN 6/TPC/NOV/2021

Q2, TPC dated 22/01/2022 under MIN 5/TPC/JAN/2022

Q3, TPC dated 21/02/2022 under MIN 7/TPC/FEB/2022

Q4, TPC dated 17/05/2022 under MIN 07/TPC/MAY/2022

Investment Management

| | | | | |
|----|---|---|---|--|
| 12 | 2 | <p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p> | <p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</p> | <p>The LG provided the assets register which was maintained by the District up to-date by the time of assessment on 5th December 2022. The assets register was maintained according the Local Governments Financial and Accounting Manual 2007 and was printed from IFMIS system. The assets registers included; land and buildings at headquarters and at LLGs; transport equipment and the location of each; furniture and fittings and location; ICT equipment machinery; office equipment and their locations. The LG provided both manual and IFMIS copies.</p> |
| 12 | 1 | <p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p> | <p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p> | <p>The District provided the Board of Survey (BOS) dated 26/08/2022 signed by the committee chairperson, Nkurunziza Geoffrey Banga with two other members. The BOS report included the following items; Cash balances and bank reconciliations; District land and buildings at headquarters and at LLGs; transport equipment; ICT equipment, office equipment; medical equipment, machinery. BOS as well showed Assets Management decisions on recommending disposal of existing assets (pages, 63-66).</p> |

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

The evidence provided indicate the District had functional physical planning committee and all fully appointed of 14 members. The Physical planner Tushabomwe Primus availed the following documents:

a. Plans submission register with the last transaction on 06/06/2022, Rwakaringwa Cell, Kizinda, TC.
b. Annual work-plan for FY 2021/2022.
c. Appointments letters dated 14/07/2021 members.

d. The minutes were stamped and received by MoLHUD dated on the falling dates;

Q.1. Date of report, 03/09/2021. Submitted on 18/10/2021.

Q 2-Date of report, 07/11/2021; submitted on 11/02/2022.

Q 3-Date of report, 19/01/2022; submitted on 09/11/2022.

Q 4-Date of report 28/06/2022; submitted on 09/011/2022.

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

The LG provided evidence that the District conducted a desk appraisal for all projects in the budget and the prioritized investments were derived from the LG Development Plan eligible for expenditure as per sector guidelines and funding source. The desk appraisal was carried out on 16/11/2020 by the following; District Planner, Senior Environment Officer, DCDO, District Engineer and HODs.

The projects desk appraised were

1. Construction of protected water springs at;

Rutooma village in Kyeizooba sub county.

and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:

Score 2 or else score 0

b. Nyakatugunda village in Nkanga sub county

c. Kimuri village in Bitooma Town Council.

d. Ryamarembo village in Kyamuhunga sub county.

e. Kyamugasha village in Kyabugimbi sub county.

f. Rugoma village in Nyabubaare sub county.

2. Sitting, drilling and installation of bore holes at;

a) Kabande village in Nkanga sub county.

b) Kahungye village in Nyabubaare sub county.

c) Kayengo village in Bitooma Town Council.

d) Nyakabingo village in Kakanju sub county.

e) Nyamyerande village in Ruhumuro sub county.

f) Nyarurambi village in Ibaare sub county.

g) Rwenyena village in Kyeizooba sub county.

3. Construction of 5-stance VIP latrine at Kyabugimbi Health Centre IV in Kyabugimbi Town Council.

4. Completion of staff house at Kibazi Health Centre III in Kyamuhunga sub county.

5. Construction of semi-detached house at Kakanju Health Centre III in Kakanju sub county.

6. Construction of 5-stance pit latrine as Kyamacumu Primary School in Kyeizooba sub county.

7. Completion of staff house at

Ncucumo Primary School in Kyeizooba sub county.

8. Completion of classroom block at Swazi Primary School in Kyamuhunga Sub county.

9. Completion of class room and administration block at Kyeizooba Primary School in Kyeizooba sub county.

10. Completion of class room block at Kizinda Primary School in Kizinda Town Council.

10. Construction of market stalls at Bumbaire sub county headquarters.

12

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

For DDEG financed projects:

e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:

Score 2 or else score 0

The LG provided evidence that showed it conducted field appraisals as per report dated 20/11/2020 and 17/03/2021 to check for technical feasibility, environmental and social acceptability and customized design for investment projects. They were appraised by, the, District Planner, Senior Environment Officer, DCDO, District Engineer and HODs.

The projects were.

1. Construction of protected water springs at;

Rutooma village in Kyeizooba sub county.

b. Nyakatugunda village in Nkanga sub county

c. Kimuri village in Bitooma Town Council.

d. Ryamarembo village in Kyamuhunga sub county.

e. Kyamugasha village in Kyabugimbi sub county.

f. Rugoma village in Nyabubaare sub county.

2

2. Siting, drilling and installation of bore holes at;

a) Kabande village in Nkanga sub county.

b) Kahungye village in Nyabubaare sub county.

c) Kayengo village in Bitooma Town Council.

d) Nyakabingo village in Kakanju sub county.

e) Nyamyerande village in Ruhumuro sub county.

f) Nyarurambi village in Ibaare sub county.

g) Rwenyena village in Kyeizooba sub county.

3. Construction of 5-stance VIP latrine at Kyabugimbi Health Centre IV in Kyabugimbi Town Council.

4. Completion of staff house at Kibazi Health Centre III in Kyamuhunga sub county.

5. Construction of semi-detached house at Kakanju Health Centre III in Kakanju sub county.

6. Construction of 5-stance pit latrine at Kyamacumu Primary School in Kyeizooba sub county.

7. Completion of staff house at Ncucumo Primary School in Kyeizooba sub county.

8. Completion of classroom block at Swazi Primary School in Kyamuhunga Sub county.

9. Completion of class room and administration block at Kyeizooba Primary School in Kyeizooba sub county.

10. Completion of class room block at Kizinda Primary School in Kizinda Town Council.

10. Construction of market stalls at Bumbaire sub county headquarters.

| | | |
|--|--|--|
| 12 Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure | f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines: | Evidence that project profiles with costing were developed by HODs from different departments and discussed on 24/03/2022, under MIN/6/TPC/MARCH/2022 with presentation developed from LG DP III, pages,127-227, Annual Work plans, 60 and 61 and Approved Budget Estimates 31, 33 and 34 for the FY 2022/23. |
| | Score 1 or else score 0. | The projects were. a. Renovation of District Headquarters at District headquarters, UGX.1,000,000,000 (LG DP III, page,127). b. Support to women groups(UWEP) at LLG, headquarters, in the District, UGX.750,000,000 (LG DP III, page, 130). c. Support youth groups(YLP) a att LLG, headquarters, UGX.1,200,000,000 (LG DP III, page,134). d. Support PWDs groups(special grant for PWDs-SGP) at District Local Government HQs, UGX.100,000,000 (LG DP III, page. 140). e. Construction of classroom block at Kyeizooba P/S, Swazi P/S, Kemitaha P/S, Kayanga P/s and Kizinda P/S, UGX.163.342.000 (LG DP III, page, 144). f. Construction of 5 stance VIP latrines at Nyabitote P/S, Rwanshetsya P/S.a Construction of 5 stance VIP latrines at Nyabitote P/S, Rwanshetsya P/S, UGX.50,000,000 (LG DP III, ,page, 148). g. Construction of Seed Secondary School at Kabushaho, |

UGX.23,000,000,000 (LG DP III, page, 148).

h. Staff house construction at Kibazi HC III, UGX.54,012,223 (LG DP III, page, 159).

i. Construction of Radiology Lab in Kyabugimbi HC IV Phase III, UGX. 10,000,000 (LG DP III, page,163).

j. Construction of Maternity ward in Buyanja HC II, UGX. 20,000,000, (LG DP III, page, 166).

k. Completion of mini laboratory at Ryeishe HC III, UGX. 10,000,000(LG DP III, page,170).

l. Afforestation within the district and or sub-county land at individual farms and along the main roads. Along the Bushenyi-Rubirizi Highway and individual private plantations, UGX.32,500,000 (LG DP III, page, 174).

m. Restoration of critically endangered wetlands and river line wetland, UGX. 200,000,000 (LG DP III, page,177).

n. Purchase of office equipment at District headquarters, UGX.7,000,000 (LG DP III, page, 181).

o. Drilling and installation of a production well at Kahungye Nyabubare subcounty, UGX.25,000,000 (LG DP III, page,186).

p. Rehabilitation of Boreholes beyond community capacity at , UGX.1,250,000 (LG DP III, page,191).

q. Rehabilitation of shallow wells beyond community capacity at Bitooma,Kakanju ,Ibaare, UGX.,250,000 (LG DP III, page,197).

r. Rehabilitation of Protected springs beyond community capacity at Bitooma ,Bumbaire ,Nyabubare,Kakanju,ibaare. UGX. 17,500,000 (LG DP III, page,203).

s. Construction of Kakoni GFS PHASE 2 at Kyamuhunga S/C ,UGX. 289,727.416(LG DP III, page,209).

t. Installation of solar power at HCIV at Bushenyi Health CIV., UGX.39,779,717 (LG DP III, page,233).

| | | | | |
|----|--|---|--|---|
| 12 | Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure | g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists: Score 2 or else score 0 | There was evidence that Bushenyi DLG screened for environment and social risks and put mitigation measures for the DDEG funded project for the current financial year, Construction of 2 classroom block at Kagari primary school was screened on 06/06/2022 with mitigation measures prepared on 06/06/2022. | 2 |
| 13 | Procurement, contract management/execution Maximum 8 points on this Performance Measure | a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan Score 1 or else score 0 | Review of Bushenyi District LG updated Procurement Plan dated 13th/07/2022 Ref.CR/105/1 DDEG projects were Incorporated. These included; Completion of Swazi HC II Maternity ward phase III at cost of UGX 20,078,880/= | 1 |

Fencing of Multi- Purpose Hall with a budget of UGX 12,000,000/=

| | | | | |
|----|---|---|--|--|
| 13 | 0 | <p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p> | <p>b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0</p> | <p>Two projects were eligible for sampling including completion of Swazi HC II maternity ward and fencing of multi-purpose hall.</p> <p>Whereas there was proof that the evaluation report for completion of Swazi HC II maternity ward phase III was approved by contracts committee and contract awarded to M/S Nikar General Contractors (U) Ltd at 20,078,880/= there was no evidence in form of contract committee minutes approving the fencing of multi-purpose hall as captured in LG Procurement Plan FY 2022/2023.</p> |
| 13 | 1 | <p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p> | <p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p> | <p>A letter dated 12th/07/2021 from the Office of the CAO appointing Principal Commercial Officer (Contract Manager) Senior Environment Officer, Superintendent of Works, Community Development Officer, Labour Officer and Clerk of Works as members of the Project Implementation Team.</p> |

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:

Score 1 or else score 0

The sampled projects included; Construction of market shade at Bumbaire Sub-County, construction of 5-stance latrine at Kyamakyumu P/S and construction of 5-stance latrine lined pit latrine at Kyabugimbi HC IV. Review of Bills of Quantities for these respective projects and field visit confirmed that all DDEG implemented projects followed the technical designs as illustrated bellow.

Construction of 5-stance lined latrine at Kyamacucu P/S the elements that could practically be assessed included walling and frame, roof construction and coverings, where 28 pre paint maroon corrugated iron sheets were used, Doors of muvule of 45mm framed size 800mmx2400mm high, external finishes done to standard, internal finishes executed to prescription in the BoQs.

For the construction of a market stalls at Bumbaire sub-county, the external and internal walls were made of clay burnt bricks joined with cement and sand, high yield tensile steel bar reinforcement, windows and external doors of recommended quality and roofed with gauge 28 corrugated iron sheets. The splash apron was well made using concrete mix for the stage under review.

| | | | | |
|----|---|--|---|---|
| 13 | <p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p> | <p>e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0</p> | <p>During assessment several supervision reports were presented with proof that the Works department, Community Based Services, Environment conducted technical inspection. A progress report for construction of 5-stance VIP Latrine at Kyabugimbi HC IV by M/S Arthur Technical Services Ltd dated 17/02/2022 Ref.ENG.851/2 was presented for review. Presented for review was progress report for construction of Road market stall phase I in Bumbaire sub-county compiled by the superintendent of works. The report pointed out that the contractor adhered to technical specifications in the BoQs. Report was dated 16th/06/2022.</p> | 2 |
| 13 | <p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p> | <p>f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):</p> <p>Score 1 or else score 0</p> | <p>The LG had verified works and initiated payments of contractors within specified timeframes. For instance, M/S The Sajas Co. Ltd submitted payment claim of UGX 14,703,351 on 16th/06/2022. Payment certificate No.1 of UGX 14,703,351/= signed by relevant officers (District Engineer, CDO, Environment Officer) certifying works was issued on 16th/6/2022. Payment of UGX 7,592,685/= as per payment voucher dated 20th/6/2022.</p> <p>M/S Arthur Technical Services Ltd submitted claim of 106,281,302/= of which UGX 26,786,000/= was a DDEG project for construction of 5-stance lined pit latrine on 16th/05/2022. Payment certificate signed by relevant officers issued on 17th/05/2022 and payment effected on 6th/6/2022 as per presented payment voucher.</p> | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p> | <p>g. The LG has a complete procurement file in place for each contract with all</p> | <p>The LG had a complete procurement file in place for each DDEG contract with all records as required by PPDA law. For the construction of market shade at Bumbaire procurement</p> | 1 |

Measure

records as required by the PPDA Law:

Score 1 or else 0

requisition using LG PP Form 1 fully signed by originating officer, Head of Finance and confirmation of availability of funds by the accounting officer. Requisition was signed on 3rd/05/2022. Submission to contracts committee for request to approve procurement method, bid documents and technical evaluation committee. Contracts committee approved selective bidding, shortlist of firms, technical evaluation committee and bid documents in a meeting held on 3rd/05/2022 under minute number MIN:261/CC/2021/2022. Evaluation report dated 12th/5/2022 was on file. The contracts committee in a meeting held on 18th/05/2022 under MIN:292/CC/2021-2022 approved the evaluation report and award of contract to M/S The SAJAS Co. Ltd at UGX 24,612,381/=

Contract agreement signed between Bushenyi District LG and M/S The SAJAS Co. Ltd dated 1st/06/2022.

For construction of 5-stance VIP latrine at Kyamukyumu P/S. Procurement requisition was well initiated and signed by relevant officers as of 27th/7/2021. Submission to contracts committee for approval of procurement method, technical evaluation committee and bid documents on 27th/07/2021. The submission was approved by contracts committee on 28th/07/2021 under minute MIN:027/CC/2021-2022. On file was evaluation report dated 16th/09/2021 recommending M/S Arthur Technical Services SMC Ltd with contract price of UGX 26,786,000/=

Contract agreement dated 4th/01/2022 signed between Bushenyi LG and M/S Arthur Technical Services SMC Ltd was on file.

For construction of 5-stance VIP latrine at Kyabugimbi HC IV procurement requisition dated 5th/8/2021, submission for approval of

procurement method, bidding documents and technical evaluation committee approved in meeting held on 24th/9/2021 under minute MIN049/CC/2021-2022. Evaluation report dated 19th/10/2021 recommended M/S Arthur Technical Services at contract price of UGX 26,563,948/=. Contract agreement signed between the LG and M/S Arthur Technical Services SMC Ltd dated 6th/12/2021.

Environment and Social Safeguards

| | | | |
|----|---|--|---|
| 14 | <p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p> | <p>a. Evidence that the District/Municipality has i) designated a person to coordinate response to feedback (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p> <p>Score: 2 or else score 0</p> | <p>Mr. Muhanguzi Bazil- DCDO was appointed as the Grievance Redress focal person as per appointment letter dated 01/07/2021 by the Chief Administrative Officer. In the same vein the following technical staff were appointed as members of the Grievance Redress Committee on 15/07/2021;</p> <p>Ms. Robinah Tumwebaze- PAS/ Chairperson.</p> <p>Mr. Katate Vicent- Senior Environment Officer.</p> <p>Mr. Katungye Samuel- Senior suprintendent of works.</p> <p>Mr. Tibesigwa Fred- Senior Agricultural Engineer.</p> <p>Ms. Nakayenga Pauline- Principal Human Resource Officer.</p> |
|----|---|--|---|

| | | | | |
|--|--------------------------|--|---|---|
| 14 | 2 | Grievance redress mechanism operational. | b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices. | The Local Government presented evidence of centralized complaints log in form of a counter book with the following provisions; date, nature of grievance, source, action taken. The local government presented minutes of the grievance redress committee dated; 24/09/2021, 17/12/2021 and 23/06/2022. |
| Maximum 5 points on this performance measure | If so: Score 2 or else 0 | | | |
| 14 | 1 | Grievance redress mechanism operational. | c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress. | Bushenyi district had publicised the grievance redress mechanism as per the notice pinned on the public notice board dated 15/07/2021 illustrating the process of reporting grievances and the structure of the mechanism including the contact of the focal person. |
| Maximum 5 points on this performance measure | If so: Score 1 or else 0 | | | |

Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with:
Score 1 or else score 0

The evidence indicates, environment, social and climate change interventions were integrated into, LG development plans, AWP and budgets. LG DP III developed from; environment interventions, section, 2.6, page, 34; Social interventions-pages, section section2.5, page, 29; climate change interventions-section-2.4, page, 29. Approved Annual Budget Estimates; environment interventions-page, 50; social interventions-page,52; climate interventions-pages-46.

Sample projects were.

i. Support youth groups (YLP) a at LLG, headquarters, UGX.1, 200,000,000 (LG DP III, page,134).

ii. Support PWDs groups(special grant for PWDs-SGP) at District Local Government HQs, UGX.100,000,000 (LG DP III, page. 140).

iii. Afforestation within the district and or sub-county land at individual farms and along the main roads. Along the Bushenyi-Rubirizi Highway and individual private plantations, UGX.32,500,000 (LG DP III, page,

iv. Restoration of critically endangered wetlands and river line wetland, UGX. 200,000,000 (LG DP III, page,177).

v. Installation of solar power at HCIV at Bushenyi Health CIV., UGX.39,779,717 (LG DP III, page,233).

Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management

score 1 or else 0

The LG disseminated to LLGs the enhanced DDEG guidelines that strengthened and included, environment, climate change mitigation and adaptation and social risk management. This is in reference to the mentoring reports dated 24/03/2022 which was discussed under minute, MIN. /6/TPC/MARCH/2022 regarding the dissemination of the DDEG guidelines to LLGs. Those involved were, CAO All HODs, Town Clerks of Town Councils and Sub-County Chiefs. The activities included;

Objectives;

- To disseminate new guidelines on DDEG and unconditional Grant Guidelines.
- Changes in internal assessment guidelines on DDEG.
- Planning for Parish Model at LLGs using DDEG.
- To guide LLGs on project DDEG selection for projects for FY 2021/22.
- To have all LLGs plans/budgets for 2021/22 to follow DDEG guidelines.

DDEG guidelines were disseminated to LLGs

| | | | | |
|----|---|--|--|----------|
| 15 | <p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p> | <p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p> | <p>There was evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into BoQs of projects financed from the DDEG other than health, education, water, and irrigation,</p> <p>Bills of quantities for construction of market stalls at Bumbaire subcounty had costed ESMPs of UGX: 100,000 incorporated therein.</p> <p>Bills of quantities for construction of 5 stance pit latrine at Kyamacumu primary school had costed ESMP of UGX: 50,000 incorporated therein.</p> | 3 |
| 15 | <p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p> | <p>d. Examples of projects with costing of the additional impact from climate change.</p> <p>Score 3 or else score 0</p> | <p>A review of the bills of quantities revealed that there were no projects implemented the previous financial year that required costing of additional costs of addressing climate change adaptation.</p> | 3 |

| | | | | |
|----|---|--|---|---|
| 15 | Safeguards for service delivery of investments effectively handled. | e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: | There was no evidence that all DDEG projects were implemented on land where the LG had proof of ownership. The projects included; construction of market stalls at Bumbaire subcounty and construction of 5 stance pit latrine at Kyamacumu primary school. | 0 |
| | Maximum 11 points on this performance measure | Score 1 or else score 0 | | |
| 15 | Safeguards for service delivery of investments effectively handled. | f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: | The environmental officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs; and provided monthly reports as thus, | 1 |
| | Maximum 11 points on this performance measure | Score 1 or else score 0 | Construction of market stalls at Bumbaire sub county had monitoring reports dated, 16/06/2022 and 26/05/2022. | |
| | | | Construction of 5 stance pit latrine at Kyamacucu primary school were supervised and monitored as per monthly reports dated, 28/04/2022 and 16/05/2022. | |
| | | | Construction of 5 stance pit latrine at Kyabugimbi HC IV were supervised and monitored as per monthly reports dated, 02/03/2022 and 01/04/2022. | |

| | | | | |
|----|--|---|---|---|
| 15 | Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure | g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0 | E&S compliance Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractors as noted below; Construction of market stalls at Bumbaire sub county had an E&S certification form prepared and signed on 16/06/2022. Construction of 5 stance pit latrine at Kyamacucu primary school had an E&S form certification prepared and signed on 16/05/2022. Construction of 5 stance pit latrine at Kyabugimbi HC IV had an E&S certification form prepared and signed on 20/04/2022. | 1 |
|----|--|---|---|---|

Financial management

| | | | | |
|----|---|--|--|---|
| 16 | LG makes monthly Bank reconciliations Maximum 2 points on this Performance Measure | a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment: Score 2 or else score 0 | The LG monthly bank reconciliations were up to-date at time of the assessment on 5th December 2022. The bank reconciliations were as at 30th November 2022. The 3 sampled banks were as follows; 1. Bushenyi LG General a/c. Bank of Uganda, a/c.no. 005060168000000, UGX. 0. 2. Bushenyi DLG General Fund, DFCU a/c. 01243552468475, UGX. 81,745,414. 3. Bushenyi DLG, ACDP a/c. , Stanbic a/c. no. 9030015689969, UGX.32,515,150. 4. Bushenyi Local Government – Nutrition a/c. Stanbic Bank, a/c. No. 9030011977501, UGX.13,740,340. | 2 |
|----|---|--|--|---|

| | | | | |
|----|--|--|---|---|
| 17 | <p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> | <p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> | <p>The LG Internal Auditor Akankwasa Israel produced all the quarterly internal audit reports for FY 2021/2022.</p> | 2 |
| | <p>Maximum 4 points on this performance measure</p> | <p>Score 2 or else score 0</p> | <p>Submissions dates were as follows:</p> <p>Q 1- 30/10/2021</p> <p>Q 2 -31/01/2022</p> <p>Q 3- 31/03/2022</p> <p>Q 4 -29/07/2021</p> | |
| 17 | <p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> | <p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> | <p>Evidence provided by internal auditor Samuel Kumwesiga showed the LG has provided information to the Council and LC V and the Chairperson LG PAC on the status of implementation of internal audit findings for the FY 2021/2022. This was on information on follow up on audit queries from all the quarterly internal audit reports.</p> | 1 |
| | <p>Maximum 4 points on this performance measure</p> | <p>Score 1 or else score 0</p> | | |

LG executes the Internal Audit function in accordance with the LGA Section 90

Maximum 4 points on this performance measure

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

Score 1 or else score 0

There was evidence that the internal audit reports for FY2020/21 were submitted to CAO, LGPAC and RDC/LCV Chair through the Registry on the following dates.

Quarter 1 report, dated 30/10/2021, submitted 30/10/2021 was discussed on 15/03/2022, under Min.20/2021/2022, page 7.

Quarter 2 report, dated 30/01/2022, submitted 21/03/2022 was discussed on 27/07/2022, under MIN.26/2022/23, page, 26.

Quarter 3, report dated 31/03/2022, submitted on 20/05/2022, was discussed on 18/08/2022 under Min.3/2022/23, page 3.

Quarter 4, report dated 29/07/2022, submitted on 01/08/2022, was discussed on 03/11/2022 under MIN.28/2022, page, 3.

Evidence availed showed all internal audit reports, Q 1 – Q 4 for FY 2021/2022 were reviewed and follow-up made by the LG-PAC.

Local Revenues

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

Maximum 2 points on this performance measure

a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.

Actual Revenue collected in FY 2021/22 was UGX. 360,131,651 (Final accounts, page,) against the planned of UGX. 679,805,428 (Final accounts, Page,9). The difference between actual and planned was UGX. 319,673,777. This was 47% not within the range of 10%.

| | | | | |
|--|---|---|---|--|
| 19 | 0 | <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>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> | <p>The actual OSR for the FY 2021/22 was UGX. 360,131,651 (Final accounts, page,) and actual for 2020/2021 was UGX. 393,072,939 (Final accounts, page, 10). There was a decrease of UGX. 32,941,288(Final accounts 2021/22, page 9) which was a decrease of 8.4%.</p> |
| <p>Maximum 2 points on this Performance Measure.</p> | <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. | | | |
| 20 | 2 | <p>Local revenue administration, allocation, and transparency</p> | <p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p> | <p>The DLG financial records, for FY 2021/22 the total local revenue collected was UGX. 360,131,651 (Final accounts, page,34), less sale of goods and services, UGX. 139,174,539, which left a balance of UGX. 220,957,115 to be shared. The amount transferred to LLGs was UGX. 143,771,538, which was the mandatory 65%.</p> |
| <p>Maximum 2 points on this performance measure.</p> | | | <p>ENTITY AMOUNT-UGX.</p> <p>Bushenyi District</p> <p>Transfers of Local Revenue Share to LLGs, FY 2021/2022.</p> <p>LLG AMOUNT-UGX</p> <p>Bitooma Town Council 5,744,660</p> <p>Bumbaire Sub County 5,878,260</p> <p>Ibaare Sub county 2,804,624</p> | |

Kakanju Sub County
3,771,564

Kizinda Town Council
28,850,000

Kyabugimbi Sub County
7,346,901

Kyabugimbi Town Council
4,890,834

Kyamuhunga Sub County
3,092,478

Kyamuhunga Town Council
40,104,000

Kyeizooba Sub County
3,408,862

Nkanga Sub County
347,409

Nyabubare Sub County
2,150,970

Ruhumuro Sub county
2,200,646

Rwentuha Town Council
33,180,330

TOTAL
143,771,538

Transparency and Accountability

21

LG shares information with citizens

Maximum 6 points on this Performance Measure

a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0

There was evidence of publicizing procurement information to the Citizenry. Observed at the LG notice board was the procurement plan FY 2022/2023, contract awards and best evaluated bidders pinned.

0

21

LG shares information with citizens

Maximum 6 points on this Performance Measure

b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0

The LG was number 28 with a score of 53% FY 2020/2021. This is as per report dated 22/07/2022 by the DLG Planner Dikson Bamusiime.

| | Score-% |
|---------------|---------|
| Cross-cutting | 56 |
| Education | 53 |
| Health | 50 |
| Wat | 52 |

The results were also displayed on the notice-board as seen on the date of assessment 5th December 2022.

21

LG shares information with citizens

Maximum 6 points on this Performance Measure

c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0

The LG conducted discussions with the public to provide feed-back on status of activity implementation. The barazas were held on BFM-Bushenyi, Crane Radio and Hunter Radio 28/06/2022 and are being held every Mondays, Tuesdays and Fridays, 7 am - 9 am. The programmes were conducted by; District Chairperson, CAO, RDC and HODs. The feed-back are on the following projects;

- Discussed challenges in sectors of water, education, production, commerce & industry, community-based services, health, natural resources and administration.

-COVID-19 Pandemic effect

-Effect of Eboola

-Immunization of corona virus and other killer diseases.

-Feedback on PDM Projects.

-Mindset change

-Operation Wealth Creation.

-Outbreak of foot and mouth disease and Rift valley fever.

1

-Sources of water construction and environmental management

-Road construction and maintenance of roads.

-Progress of the LG DP III

-Project implementation for FY 2021/2022

-Encroachment on wetlands and water public dams.

The radio clips were also attached for ease of reference. The information was provided by the DLG Planner, Dickson Bamusiime on the sate of assessment-05/12/2022.

21

1

LG shares information with citizens

Maximum 6 points on this Performance Measure

d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0

The LG publicly avail information on, tax rates, collection procedures, and procedures for appeal as per evidence of circulars signed by the CAO, Willy Bataringaya. These were on livestock market charges, animal movement permit loading fees, trading licenses, ground rent, English beer licenses, liquor licenses, building plan inspection fees, charcoal loading, slaughter fees, loitering fees, milling machine fees, operational license, industry license, rental tax for commercial buildings and local service tax. It was also seen on the noticeboard by the assessor on 5th December 2022.

Reporting to IGG

Maximum 1 point on this Performance Measure

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

The LG had no case on corruption as confirmed by Clerk to Council Kiconco Oliver and District Internal auditor Kumwesiga Samuel in the FY 2021/2022.

**Educational
Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|---|---|--|-------|
| Local Government Service Delivery Results | | | | |
| 1 | <p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p> | <p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 | <p>The assessor obtained and reviewed the PLE results for 2019 and 2020 from UNEB and calculated the percentage change in performance. It was noted that the PLE performance increased by (1.1%) as evidenced below:</p> <p>- 4171 out of 4596 (90.8%) pupils who sat PLE in 2019 passed between grades 1 and 3, inclusive (Div1 (721), Div2 (2843) & Div3 (607) adding up to 4171. This excludes absentees (94).</p> <p>- 3971 out of 4322 (91.9%) pupils who sat PLE in 2020 passed between grades 1 and 3; Div1 (881), Div2 (2510) & Div3 (580) adding up to 3971. This excludes absentees (65).</p> <p>Thus, a percentage increase of (1.1%) and a score is 2.</p> | 2 |

| | | | | |
|---|---|---|--|--|
| 1 | 0 | <p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p> | <p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 | <p>The assessor obtained and reviewed the UCE results for 2019 and 2020 and calculated the percentage improvement in performance for USE schools. It was noted that performance declined by (-2.1%) as evidenced below:</p> <ul style="list-style-type: none"> - 848 out of 1220 (69.5%) students who sat UCE (in 9 USE schools) in 2019 passed between grades 1 and 3. Inclusive [Div1 (250), Div2 (313) & Div3 (285)] = 848. This excludes absentees (00). - 742 out of 1101 (67.4%) students who sat UCE (in 9 USE schools) in 2020 passed between grades 1 and 3: [Div1 (218), Div2 (243) & Div3 (281)] =742. There were no absentees - Thus, performance decline of (-2.1%) and the score is 0 |
| 2 | 0 | <p>Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</p> | <p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 2 • Between 1 and 5% score 1 • No improvement score 0 | <p>To be scored Zero for all LGs in Y1 & Y2</p> |
| 3 | 2 | <p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on</p> | <p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p> | <p>There was evidence that the education development grant was allocated to eligible activities as per sector guidelines on planning, budgeting and implementation guidelines (May 2019, page 11). The review of the LG quarterly</p> |

this performance
measure

performance report (Q4) FY 2021/22 indicated that; Ush.2,031,047,000/= was released in FY 2021/22 to be spent on capital investments. This represented 162% of the approved budget of Ush.1,251,127,000/=.

(i) Under output 078180: Twelve (12) classrooms constructed at Kemitaha PS (2), Kayanga PS (2), Kizinda PS (2), Kyeizoba PS (2), Nyeruntu PS (2) and Munanura PS (2) at Ush.286,025,000/=

(ii) Under output 078181: (4) Construction of 5 stance VIP latrine at Kakira, Kitwe, Kyamacumu and Kanyamurera primary schools completed at Ush. 132, 392, 000/=

(iii) Under output 078280: (2) Twin staff house completed at Ncucumo P S and staff house built at Kihungye at the cost of Ush. 176,910,000/=

(iv) Under output 078280: Construction of seed secondary school at Kanyamurera in progress including ICT equipment at the cost of Ush.296,780,000/=. NB. All procurement processes were hybrid and caused delays in the project's progress and only 37% of Ush. 798,502,000/= was spent.

(v) The unspent funds in FY 2021/22: Ush. 1,130,631,649/= for construction of Kanyamurera Seed Schools and 39,700,000 for completion Kabushaho PS because of contractual delays and resolution of land conflict as per request to revoke dated 04th July 2022 and received by MoES on 5th July 2022.

NB: The extra funds that were received as a supplementary were spent on projects awarded towards the end of FY2021/22 as follows:

(1) Construction of latrine at Kakanju PS at the cost of Ush.30, 661, 120/=

(2) Construction of latrine at St. Ambrose PS at cost of Ush.30,710,208/=

(3) Construction of staff house at Kiyire PS at the cost of Ush.41,007,360/=

Hence, score is 2

The DEO, District Engineer, DCDO and Senior Environment Officer certified works on Education construction projects in FY 2021/2022 before the LG made payments to the contractors.

- The projects were as follows;

1. Construction of Class rooms office and Store at Nyarutuntu by Be camel Uganda Ltd. BUSH506/WRKS/21-22/011. Requisitioned on 28/02/2022. Certified works on 03/03/2022. Paid on 21/03/2022 by EFT. 42209320, UGX.27,415,024.

2. Completion of Staff House at Ncucumo p/s by Sati Contractors U Ltd. BUSH506/WRKS/21-22/010. Requisitioned on 11/03/2022. Certified works on 25/03/2022. Paid on 29/04/2022 by EFT. 43069261, UGX.53,955,972.

3. Construction of stance latrines I Kitwe kanyamurera Kakira and Kyamacumu P/s by Arthur technical Service –SMC Ltd. BUSH506/WRKS/21-22/009. Requisitioned on 11/05/2022. Certified works on 16/05/2022. Paid on 07/06/2022 by EFT. 43801164, UGX.94,674,576.

3

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

Maximum 8 points on this performance measure

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

2

| | | | | |
|---|---|---|---|---|
| 3 | <p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p> | <p>c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0</p> | <p>The indicator was tagged to seed secondary school which the district did not implement in the FY under review.</p> | 2 |
| 3 | <p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p> | <p>d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 | <p>This particular indicator was tagged to seed secondary school which the LG did not have in the period under review.</p> | 2 |
| 4 | <p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p> | <p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 – 79% score: 1 • Below 70% score 0 | <p>According to the Bushenyi District Staffing levels as at 9/05/2022, Education staffing structure, the approved staff positions are 1164 and 1064 are filled making a 91% staff filling</p> | 2 |

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

Maximum 6 points on this performance measure

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

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

The Bushenyi DLG education department had consolidated-school asset registers for FY2020/2021 and FY2021/2022. The school asset register - FY2021/2022 contained (126) UPE schools and (11) government secondary schools. There were 39 out of 137 government schools (28.5%) that had accommodation for at least 4 teachers meanwhile only 10 of 137 schools (7.2%) met the requirements and minimum standards by DES. For example,

- 'KABUSHAHO PS: classroom ratio (1:29), latrine-stance ratio (1:14) and desk ratio (1:3)

- 'KASHOZI PS: classroom ratio (1:40), latrine-stance ratio (1:16) and desk ratio (1:2)

- "RWENTUHA PS: classroom ratio(1:43), latrine-stance ratio(1:21) and desk ratio (1:3)

The average percentage of school with basic requirement and minimum standards are 7.2%, which is less than 50% schools meet basic requirement and minimum conditions, hence score of 0.

Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

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

The list of primary school teacher deployment obtained from the DEO's office for 2022 indicated that (1064) teachers were deployed in (126) UPE schools in Bushenyi DLG. Verification was done in 03 sampled UPE schools and the following was established as per the deployment list from the DEO's office.

- The number of teachers (19) on the DEO's deployment list was consistent with the number of teachers on the school staff list (19) in St. Mary's Kyamuhunga Mixed PS, Kyamuhunga S/C. One teacher was due for retirement and the headteacher had reported to the office of the DEO.

- The number of teachers (10) on the DEO's deployment list was consistent with the number of teachers on the school staff list (10) in Kyeizoba PS, Kyeizoba SC.

- The number of teachers (12) on the DEO's deployment list was consistent with the number of teachers on the school staff list (12) in Bumbaie PS, Bumbaie S/C.

Therefore, there was evidence that LG had accurately reported on teachers' deployment. Thus, score 2

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

Maximum 4 points on this performance measure

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

- If the accuracy of information is 100% score 2

- Else score: 0

The information on the LG education department consolidated asset register for FY 2021/22 and school asset registers of the sampled 3 UPE schools was verified in the sampled 03 UPE schools.

Specific details are documented below:

St. Mary's Kyamuhunga Mixed PS: The education department consolidated school asset register for FY 2021/22 showed that the school had (14) classrooms, (19) latrine stances, (241) desks and (8) teacher accommodation while the school asset register had (14) classrooms, (19) latrine stances, (241) desks and (08) teacher accommodation.

Kyeizoba PS: The education department consolidated school asset register showed that the school had (13) classrooms, (20) latrine stances, (125) desks and (02) teacher accommodation while the school asset register had (13) classrooms, (20) latrine stances, (125) desks and (02) teacher accommodation.

Bumbaire PS: The education department merged school asset register showed that the school had (14) classrooms, (26) latrines stances, (153) desks and (04) teacher accommodation while the school asset register had (14) classrooms, (26) latrine stances, (153) desks and (04) teacher accommodation.

The information reported is accurate and consistent in the consolidated asset register - FY2021/22, hence a score of 2

School compliance and performance improvement:

Maximum 12 points on this performance measure

a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30.

Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:

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

There was non-compliance with budgeting and implementation guidelines for primary and secondary schools (May 2019, page 19). The (126) UPE schools had not submitted a complete set of annual school reports and budgets including: (i) highlights of school performance, (ii) a reconciled cash flow statements, (iii) an annual budget and expenditure report, and (iv) an asset registers to DEO before 30th January 2022.

The verification from field visit in the (3) UPE sample schools

- Bumbaire PS: submitted annual highlights of performance report and asset register but did not submit reconciled cash flow and expenditure and budget reports

- Kyeizoba PS: had submitted annual highlights of performance report, asset register, school improvement plan, reconciled cash and annual expenditure and budget reports.

- St. Mary Kyamuhunga Mixed PS: submitted annual highlights of performance report, asset register, reconciled cash flow and expenditure and budget report

Therefore, not all registered primary schools i.e., less than 80% UPE schools complied with MoES annual budgeting and reporting guidelines. Hence, the score is 0

School compliance and performance improvement:

Maximum 12 points on this performance measure

b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:

- If 50% score: 4
- Between 30– 49% score: 2
- Below 30% score 0

In the school files at education department there was evidence that 41 out of 126 UPE schools (32%) had prepared and school improvement plans (SIPs) in line with inspection recommendations as required in budgeting and implementation guidelines for primary and secondary schools(May 2019).

Verification at school level revealed that all of the 03 UPE schools sampled (St. Mary's Kyamuhunga Mixed PS and Kyeizoba PS) had a SIPs in place in the required format (page 21) of the budgeting and implementation guidelines for primary and secondary schools (May 2019).

- In St. Mary's Kyamuhunga Mixed PS: had prepared a school improvement plan to address issues identified during school inspection i.e., mobilizing resources for latrine, lesson plan and improving learning environment.

- In Kyeizoba PS: the school improvement plan had been displayed on the headteachers' notice board.

- In Bumbaire PS: had no school improvement plan

Therefore, 32% of the schools had been supported for SIP, score 2.

| | | | | |
|---|--|---|---|---|
| 6 | <p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p> | <p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 | <p>The LG submitted enrolment data for IPFs on 10th November 2021 with the signature and stamp of the DEO - captured a list of government-aided UPE schools (126), USE schools (09) and 2 tertiary institutions consistent with the information in an excel data sheet (OTIMS) for FY 2021/22. hence score 4.</p> | 4 |
|---|--|---|---|---|

Human Resource Management and Development

| | | | | |
|---|--|---|--|---|
| 7 | <p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p> | <p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p> | <p>The assessor obtained and reviewed a list of schools and their staff and established that the LG has budgeted for school teachers as per staffing norms/guidelines. Bushenyi DLG budgeted for a minimum of (7) teachers per school or a teacher per class in all the (126) Government aided primary schools. IPFs for Bushenyi district has a total wage bill provision - UGX 7,865,896,923/= FY 2022/23 budgeted for (1064) primary teachers. There is evidence that the LG has a budget catering for a head teacher and a minimum of 7 teachers, scoring 4.</p> | 4 |
|---|--|---|--|---|

| | | | | |
|---|--|---|--|---|
| 7 | <p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p> | <p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,</p> <p>Score 3 else score: 0</p> | <p>The assessor obtained and reviewed a list of schools and their staff and established that LG has budgeted for school teachers as per staffing norms/guidelines. Bushenyi DLG budgeted for a minimum of (7) teachers per school or a teacher per class in all the (126) Government aided primary schools. IPFs for Bushenyi district have a total wage bill provision - UGX 7,865,896,923/= FY 2022/23</p> | 3 |
|---|--|---|--|---|

budgeted for (1064) primary teachers. There is evidence that LG has a budget catering for a head teacher and a minimum of 7 teachers, scoring 4.

Verification from the 03 sample schools showed that:

- St. Mary's Kyamuhunga Mixed PS: The number of teachers (19) on the DEO's deployment list was consistent with the number of teachers on the school staff list (19) in St. Mary's Kyamuhunga Mixed PS, Kyamuhunga S/C. One teacher was due for retirement and the headteacher had reported to the office of the DEO.

- Kyeizoba PS: The number of teachers (10) on the DEO's deployment list was consistent with the number of teachers on the school staff list (10) in Kyeizoba PS, Kyeizoba SC.

- Bumbaire PS: The number of teachers (12) on the DEO's deployment list was consistent with the number of teachers on the school staff list (12) in Bumbaire PS, Bumbaire S/C.

Therefore, there was evidence that the LG had accurately reported on teachers' deployment. Thus, score 2.

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

Maximum 8 points on this performance measure

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

score: 1 else, score: 0

The teacher deployment data had been displayed on school notice boards in all the 03 sampled UPE schools as indicated below:

Display Kyeizoba PS (Kyeizoba S/C) deployment staff list displayed on the notice board had (10) teachers including the head teacher i.e., Male (4) and Female (6)

St. Mary's Kyamuhunga PS (Kyamuhunga TC) deployment staff list displayed on the notice board had (19) teachers including the head teacher i.e., Males (7) and Females (12)

Bumbaire PS (Bumbaire S/C) deployment staff list displayed on the notice board had (12) teachers including the head teacher i.e., Males (6) and Females (6). Thus score 1

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

There was evidence produced to show that all Primary School Head teachers were appraised and reports submitted by SAS for the previous academic year.

A sample of 10 files for primary schools' head teachers was taken and all of them had appraisal files as follows:

1. Habomwe Beatrice Nkahabwa of Nyarurambi PS was appraised on 27/01/2022.
2. Twinomucunguzi Geoffrey of Kahungye PS was appraised on 10/01/2022.
3. Mutatiina Laban of Bunura PS was appraised on 30/12/2021
4. Tabaaro Benson of Bukoranyi PS was appraised on 28/01/2022
5. Mugisha Archangelo of Runyinya II PS was appraised on 28/01/2022
6. Tumwesigye Christopher of Kyamuzoora PS was appraised on 28/01/2022
7. Ssekabira Johnson of Kabaare PS was appraised on 31/12/2021.
8. Rwakisaija Eunice of Kyeizooba PS was appraised on 28/01/2022.
9. Mugabe Moses of Kemitaaha PS was appraised on 31/12/2021.
10. Natukunda Prosper of Nyakatooma PS was appraised on 10/01/2022.

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

There was evidence to show that all Secondary School head teachers were appraised by D/CAO for the previous FY.

A sample of 10 secondary school head teacher files was reviewed and all of them had appraisal reports on file as follows;

1. Tumwebaze Wilson of Kyamuhunga SSS was appraised on 3/01/2022.

2. Twinomujuni Benon of Nyabubare SS was appraised on 7/01/2022.

3. Ampaire Didas of Comboni SS Burungira was appraised on 28/01/2022.

4. Nabaasa Patience of St. Francis Vocational SS Bitooma was appraised on 29/01/2022

5. Katigumira Deusdedit of Bishop Ogez H/S was appraised on 3/01/2022.

6. Kitariisibwa Katherine Freedom of Kyeizooba Girls was appraised on 30/12/2021.

7. Tayebwa Danson of Mwengura SS was appraised on 6 /01/2022.

8. Muramuzi Duncan of Kakanju SS was appraised on 30/12/2021

9. Musinguzi Alexon assigned duties as head teacher of Kyabugimbi SS was appraised on 30/12/2021

10. Kiconco Enid of Kabushaho Seed School was appointed on 9/05/2022, and therefore was not appraised.

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

Maximum 8 points on this performance measure

c) If all staff in the LG Education department have been appraised against their performance plans

score: 2. Else, score: 0

There was evidence that the staff in the education department were appraised against their performance plans in the previous FY.

1. The Education Officer Special needs Asiimwe Ruth was appraised on 5/07/2022.

2. The Sports Officer Kamugisha Abel was appraised on 11/07/2022.

3. The Principal Inspector of schools Ahabwe Bwengye Williams was appraised on 6/07/2022

4. The Senior inspector of schools Mbaasa Michael Matiga was appraised on 12/08/2022.

5. The Education Officer (Guidance and Counselling) Atwine Kikabuzi Robert was appraised on 11/07/2022.

The 5 Inspectors of schools Mawazo John, Rutafa Moses, Kategaya Jackson, Turyamureeba Donath and Kyogubirwe Olive Biremire were appointed on 4/08/2022, and therefore not yet due for appraisal.

8

2

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

Maximum 8 points on this performance measure

d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,

score: 2 Else, score: 0

There was evidence of a training plan developed during FY 2022/23 to address identified staff capacity gaps at the school and LG level. The key activities are :

- Orientation of newly recruited school inspectors
- Training of Headteachers, and SMC and PTA members
- Training of senior women/men teachers.

Therefore, the education department has a plan for capacity building of its staff, thus score 2

Management, Monitoring and Supervision of Services.

9

2

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

Maximum 8 points on this performance measure

a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.

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

There was evidence that LG had confirmed in writing the list of schools, their enrolment and budget allocation in the Programme Budgeting System (PBS) by 15th December 2021. The submission letter for school enrolment for IPFs FY2021/2022 was written on 10th November 2022. Therefore, there was a 100% compliance, score:2

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

Maximum 8 points on this performance measure

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

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

There was evidence that the Bushenyi DLG allocated UGX. 174,419,000/= for monitoring and supervision and school inspection of primary and secondary schools as per performance contract Q4 report FY 2021/22 (page 75).

The spend funds were more than a minimum of 45,216,000 /= for output (078401) and (Output 078401) as per the Planning, Budgeting and Implementation Guidelines for LGs for the Education Sector (FY 2021/2022, page 11). i.e., $[4,000,000 + (100,000 \times 137) + 4,500,000 + (168,000 \times 137)] = 45,216,000 \text{ /=}$

where 137 is the total number of schools (126 UPE, 9 secondary schools, 132 private primary schools, and 23 private secondary schools, 2 Tertiary institutions) in the district.

Therefore, there was evidence that the LG was 100% compliance, score:2

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

Maximum 8 points on this performance measure

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

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

The evidence shows the LG did not warrant and invoice school's capitation within 5 days for the last 3 quarters.

Time taken:

Q 1- 21 days

Q 3 -24 days

Q 4-35 days.

They were warranted on the following dates;

| Notification if Expenditure Limits Warranted | | Invoiced |
|--|--|------------|
| Q 1 –06/07/2021 | | |
| 27/07/2021 | | 30/10/2021 |
| Q 3- 22/12/2021 | | |
| 15/01/2022 | | 06/01/2022 |
| Q 4– 04/04/2022 | | |
| 09/05/2022 | | 12/05/2022 |

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

Maximum 8 points on this performance measure

d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.

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

Evidence shows the LG did not invoice and communicate capitation releases to schools within three working days of release of MoFPED.

Time taken;

Q 1-148 days

Q3- 26 days

Q 4- 24 days

Notification of Cash release by MoFPED Invoiced

Q 1 –06/07/2021
06/12/2021

Q 3- 22/12/2021
17/01/2022

Q 4– 04/04/2022
28/04/2022

| | | | | |
|----|---|---|---|---|
| 10 | <p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p> | <p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <p>• If 100% compliance, score: 2, else score: 0</p> | <p>There was evidence that the education department held meetings to plan for inspection activities as shown below:</p> <ul style="list-style-type: none"> - On 23rd September 2021, school inspectors held a preparatory meeting, where DIS urged members to make timely accountability and reporting of inspection reports. Under Min.10(a)/2021: He also encouraged rotational school inspection for inspectors to gain experience from different schools. Thereafter, the school inspection tool was discussed and schools shared among inspectors. e.g. the SIS(Matigi) was allocated to schools in Nyabubare S/C. - On 03rd February 2022, school inspectors held a preparatory meeting, where DIS emphasized the need for pre-inspection and post-inspections; highlighting that inspector should have at least two visits per school. Under Min.IV/2022: inspectors shared the schools among themselves.. - On 10th May 2022, school inspectors held a preparatory meeting. The DIS gave a brief overview about release of funds for inspections. Under Min.III/2022, the members discussed the inspection tool, and thereafter, under Min.IV/2022, DIS distributed the 126 government schools among school inspectors, e.g. M/s . Asiimwe Ruth was to visit 29 UPE in Nyabubare , Kizinda , Nkanga and Ibaare sub-counties. | 2 |
|----|---|---|---|---|

| | | | | |
|----|---|---|--|---|
| 10 | <p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance</i></p> | <p>b) Percent of registered UPE schools that have been inspected and monitored, and</p> | <p>Bushenyi district education department had three (3) school inspection reports as detailed below:</p> | 2 |
|----|---|---|--|---|

measure

findings compiled in the DEO/MEO's monitoring report:

- If 100% score: 2
- Between 80 – 99% score 1
- Below 80%: score 0

- School inspection report for Term III 2021 stamped on 28th September 2021 and received by the CAO on 19th October 2021. The report contained a list of UPE primary schools with their enrolment before the second closure due to Covid19, and 100% UPE schools were observed.

- School inspection report for Term 1 2022, dated 25th April 2022 with a total of 203 schools inspected, of which 126 UPE schools (100%) were inspected. The key issues observed in the report were: high attrition of teachers from schools, especially private schools, persistent flu and cough among learners, crowded classrooms inadequate furniture, poor sanitation in schools and the surveillance process and online reporting on COVID-19 was not well managed. The report was compiled and sent to the DES on 3rd August 2022.

- School inspection report for Term II 2022, dated 12th August 2022 was compiled but was not sent to DES. The number of schools inspected was 203 schools were inspected including 126 UPE schools (100 %), following the findings of term 1- 2022. Key issues were interruption by teachers' strike, increased enrollment in government and understaffing, need for sensitization of SMC, books of accounts were not regularly audited and the death of five P7 pupils.

- The report contained details of school enrollment, staff attendance details, areas of strength, areas of improvement and recommendations. The has evidence of DIS talking to teachers and learners during the inspection.

The assessor noted that all 126 UPE schools were inspected in three terms representing 100%, and

the score is 2.

10

2

Routine oversight and monitoring

Maximum 10 points on this performance measure

c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,

Score: 2 or else, score: 0

There was evidence of presentation and discussion of school inspection reports during departmental meetings in FY 2021/22 as detailed below: school inspection meeting on 3rd February 2022, DIS presented a summary of findings under Min.IV/2022; including understaffing in schools, the conflict between SMC and headteachers arising from finance and the lack of uniforms for learners in schools. Under Min.V/2022, the members had a way forward of having induction courses for headteachers, SMC and PTA.

The education department held a meeting on 5th September 2022 and discussed issues arising from schools such as orientation and posting of new school inspectors to schools (Min VI/2022). Under Min.VIII/2022, the staff resolved to call headteachers for the meeting to prepare them for school inspection.

St. Mary's Kyamuhunga Mixed PS: on 6th June 2022, a school inspector (Matigi) visited the school and recommended the need to mobilize parents for latrine construction. In the meeting held on 6th July 2022, under Min. 13/2022, the headteacher reported the inspection feedback to SMC members. The parents got a loan of 7,000,000/= in addition to the cash funds paid by the parents to build the latrine as recommended.

Kyeizoba PS: school inspector (Atwine Robert) visited the school on 16th June 2022 and 21st March 2022, and recommended that teachers should encourage and teach learners how to read. The headteacher held a staff meeting on 10th May 2022 and guided teachers

on "how-to do-good" teaching.

Bumbaire PS: school inspector (Kyogabiirwe) visited the school on 28th October 2022 and recommended that the school need more seats for learners because of increased enrolment. The headteacher had reported the issue of inadequate seats to SMC in different meetings - on 17th February 2022 and 4th June 2022.

10

Routine oversight and monitoring

Maximum 10 points on this performance measure

d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0

There was no evidence that all the three school inspection reports were submitted to DES. The assessor saw evidence of only one DES acknowledgement letters for submission of school inspection report – Term I – 2022 dated: 03rd August 2022 . There was no evidence for Term III – 2021 and Term II – 2022.

0

Routine oversight and monitoring

Maximum 10 points on this performance measure

e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0

Education, Health and Community Based Services issues are handled by the Social Services Committee.

- Minutes of the meeting held on 2nd March 2022, Minute: 17/2021/2022 discussed educational issues, e.g., a teacher at Kanyegyero PS had been convicted for 3 three years, Funds for completion of Kyamuhunga Central School not enough despite the need of the classroom due to big enrollment.

- Minutes of the Social Services Committee of Council meeting on 2nd /September/2022 discussed Education service delivery issues (Min.5/2022/2023 – the DEO reported about the recruitment of five school inspectors, teaching staff gaps in schools, registration of learners and parents/stakeholders' involvement in supplementing government efforts in improving infrastructure in schools.

- In another meeting, the DEO report to the standing committee meeting on 7th November 2022, different issues in the education department, notably, UNEB exams, construction of seed school phase-II , teaching and learning process having a shortfall of 100 teachers and enhancement of science teachers' salaries. He highlighted a number of challenges in the department such high pupil-latrine stance ratio, inadequate attendance of learners and poor structures of classrooms.

| | | | | |
|----|---|---|---|---|
| 11 | <p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p> | <p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,</p> <p><i>score: 2 or else score: 0</i></p> | <p>There was evidence that the LG Education department has conducted activities to mobilize, attract and retain children. On 27th June 2022, the DEO wrote a report about the sensitization meeting of the PTA, SMC and headteachers held on 26th June 2022. This meeting was officiated by the district chairperson of Bushenyi DLG, the CAO and the RDC. In this meeting, the DEO encouraged the parents to provide food for their children as they come to school so that they can stay at school and study well. In another incident, a talk show on radio west was held on 19th May 2022 and talked about a number of issues related to the education of children. Thus, the score is 2.</p> | 2 |
|----|---|---|---|---|

Investment Management

| | | | | |
|----|--|--|---|---|
| 12 | <p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards,</p> <p><i>score: 2, else score: 0</i></p> | <p>There was no evidence of an up-to-date LG asset register. The information on the LG education department consolidated asset register and school asset registers of the sampled 3 UPE schools was verified in the sampled 03 UPE schools.</p> <p>Specific details are documented below:</p> <p style="padding-left: 40px;">St. Mary's Kyamuhunga Mixed PS: The education department consolidated school asset register for FY 2021/22 showed that the school had (14) classrooms, (19) latrine stances, (241) desks and (8) teacher accommodations while the school asset register had (14) classrooms, (17) latrine stances, (236) desks and (12) teacher accommodation. The information at LG and the school register are not consistent.</p> <p style="padding-left: 40px;">Kyeizoba PS: The education</p> | 0 |
|----|--|--|---|---|

department consolidated school asset register showed that the school had (13) classrooms, (20) latrine stances, (125) desks and (02) teacher accommodations while the school asset register had (13) classrooms, (22) latrine stances, (181) desks and (07) teacher accommodation. The information at LG and the school register are not consistent.

Bumbaie PS: The education department merged school asset register showed that the school had (14) classrooms, (26) latrines stances, (153) desks and (04) teacher accommodations while the school asset register had (11) classrooms, (18) latrine stances, (147) desks and (04) teacher accommodation. The information at LG and the school register are not consistent.

There was not up-to-date information at LG, hence score 0

Planning and budgeting for investments

Maximum 4 points on this performance measure

b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, *score: 1 or else, score: 0*

The LG conducted desk appraisal for all sector projects in the budget and investments were obtained from the LGDP III-2019/2020 - 2024/2025. The projects were appraised by; DEO, District Planner, DCDO and Senior Environment Officer on 15/08/2021.

The following projects were appraised;

1. Construction of 5-stance pit latrine as Kyamacumu Primary School in Kyeizooba sub county

2. Completion of staff house at Ncucumo Primary School in Kyeizooba sub county

3. Completion of classroom block at Swazi Primary School in Kyamuhunga Sub county

4. Completion of class room and administration block at Kyeizooba Primary School in Kyeizooba sub county

5. Completion of class room block at Kizinda Primary School in Kizinda Town Council

| | | | | |
|----|--|---|---|---|
| 12 | <p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0</p> | <p>The LG provided a field appraisal for, technical feasibility, environmental and social acceptability and customized designs. The appraisal dates were; 20/08/2021. The appraisals were carried out by; DEO, Inspector of Schools, District Planner, DCDO and Senior Environment Officer.</p> <p>The appraised projects were.</p> <ol style="list-style-type: none"> 1. Construction of 5-stance pit latrine as Kyamacumu Primary School in Kyeizooba sub county 2. Completion of staff house at Ncucumo Primary School in Kyeizooba sub county 3. Completion of classroom block at Swazi Primary School in Kyamuhunga Sub county 4. Completion of class room and administration block at Kyeizooba Primary School in Kyeizooba sub county 5. Completion of class room block at Kizinda Primary School in Kizinda Town Council | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, score: 1, else score: 0</p> | <p>The indicator was tagged to seed secondary school. The LG did not implement in the period under review.</p> | 1 |

Procurement, contract management/execution

Maximum 9 points on this performance measure

b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, *score: 1, else score: 0*

The LG did not have a seed secondary school in the FY under review. However, other school infrastructure projects were approved by contracts committee. Sampled projects included; the completion of classroom blocks at Swazi, Munanura, Ncucumo, Kyeizooba, Kizinda and Kemitaha, Kayanga Primary School at UGX 275,970,172/= The contracts committee in a held on 24th/9/2021 under minute MIN:034/CC/2021-22 approved the evaluation report and recommendation of award to M/S SATI Contractors (U) Ltd at contract price of 276,052,740/= . The project was cleared by the Solicitor General in a letter dated 6th/12/2021 Ref.DLAS/MBR/132/2021.

For the partial completion of 2-classroom block with office at Kakamba P/S, staff house at Kahungye P/S, and Nyarutuntu the contracts committee in a meeting held on 24th/09/2021 under minute number MIN 043/CC/2021-22 approved evaluation report and award to M/S Be-Camel (U) Ltd at UGX 87,014,734/=

Under minute number MIN:041/CC/2021-22 of meeting held on 24th/09/2021, contracts committee approved evaluation report and award of construction of 5-stance pit latrine to M/S Arthur Technical Services SMC Ltd at contract price of UGX 106,281,302/= (5 projects, one under DDEG and 3 under SFG)

| | | | | |
|----|--|--|--|---|
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p> | <p>A memo dated 10th/08/2021 from the office of the CAO appointing the District Engineer, District Education Officer, Senior Environment Officer, District Community Development Officer, Labour Officer, Senior Assistant Secretary and respective Headteachers was presented. Composition fell short of inclusion of Clerk of Works.</p> | 0 |
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p> | <p>The indicator was tagged to seed secondary school which the LG did not implement in the FY under review.</p> | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY</p> <p><i>score: 1, else score: 0</i></p> | <p>The indicator was tagged to seed secondary school projects. The LG did not have such projects in the FY under review.</p> | 1 |

Procurement, contract management/execution

Maximum 9 points on this performance measure

f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted *score: 1, else score: 0*

A number of supervision reports were presented during assessment. There was proof that technical officers from Works and engineering department, the CDO and Environment Officer conducted technical supervision. For example, reviewed was progress report on partial construction of 2-classroom block with office at Nyaruhutu P/S and partial construction of semi-detached staff house at Kihungye P/S dated 03/03/2022. All works were reported to be in conformity with the BoQs. Environment and Social Mitigation measures addressed.

Supervision report for the construction of 5-stance lined VIP pit latrine at Kyamacucu Primary School dated 17th/05/2022
Ref.ENG.210/4/2

Supervision report on the construction of staff house at Ncucuno Primary School dated 21st/03/2022 and 12th/04/2022 were among the many presented for review.

| | | | | |
|----|--|--|---|---|
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p> | <p>The completion of classroom blocks at Swazi, Munanura, Ncucumo, Kyeizooba, Kizinda, Kemitaha and Kayanga Primary Schools the contractor M/SATI Contractors Ltd submitted payment claim of UGX 216,214,350/= on 16th/06/2022. Payment certificate of UGX 205,403,633/= signed by relevant technical officers verifying works was dated 16th/06/2022 and payment of UGX 194,959,380/= was effected on 17th/06/2022</p> <p>For the construction of classroom block at Nyarututu Primary School the contractor M/S BE-Camel Uganda Ltd submitted payment claim of 17,353,080/= on 10th/06/2022. Payment certificate of UGX 16,485,426/= was issued on 14th/06/2022 and payment of UGX 15,647,184/= effected on 17th/06/2022. This was within recommended time frame.</p> | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i></p> | <p>The LG Education department submitted procurement plan on 17th/03/2021. This was in the required timeframe.</p> | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i></p> | <p>This specific indicator was tagged to seed secondary school and the LG did not have seed school construction in the FY under review.</p> | 1 |

Environment and Social Safeguards

| | | | | |
|----|--|--|---|---|
| 14 | <p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p> | <p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p> | <p>A review of the grievance redress minutes under minute 17/2021/2022 revealed that a complaint by parents who wanted the floor at Swazi primary school classroom block to be made of cement instead of tiles. This was registered and attended to. The district engineer informed the committee that the BOQs had quoted tiles and could not be changed, The feed back was communicated to the parents.</p> | 3 |
| 15 | <p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p> | <p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p> | <p>There was evidence that education guidelines were disseminated to schools as per letter dated 16/03/2022 to all headteachers of schools by the deputy Chief Administrative Officer, the guidelines therein entailed the following; planting water friendly trees, carrying out rain water harvesting , avoiding degrading water sources and planting catchment grass in the compound.</p> | 3 |
| 16 | <p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p> | <p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i></p> | <p>There was no evidence that costed ESMPs were incorporated within the BoQs of projects implemented under education.</p> | 0 |
| 16 | <p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p> | <p>b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i></p> | <p>There was no evidence availed to prove that education projects were implemented on land where Bushenyi district had proof of ownership.</p> | 0 |

| | | | | |
|----|--|---|---|---|
| 16 | Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i> | c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i> | The Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs as thus, Construction of 2 classroom block at Swazi primary school was supervised and monitored as per reports dated; 16/06/2022 and 31/05/2022. Construction of staff house at Kihungye primary school was supervised and monitored as per reports dated; 16/06/2022 and 31/05/2022. Construction of staff house at Kihire primary school was supervised and monitored as per reports dated; 16/06/2022 and 31/05/2022. | 2 |
| 16 | Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i> | d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments <i>Score: 1, else score:0</i> | E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments; Construction of 2 classroom block at Swazi primary school had an E&S certification form prepared and signed on 18/06/2022. Construction of staff house at Kihungye primary school had an E&S certification form prepared and signed on 03/03/2022. Construction of staff house at Kihire primary school had an E&S certification form prepared and signed on 16/06/2022. | 1 |

**Health Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|---|--|--|----------|
| Local Government Service Delivery Results | | | | |
| 1 | <p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p> | <p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> • By 20% or more, score 2 • Less than 20%, score 0 | <p>The LG registered more than 20% increase in utilization of health care services in deliveries.</p> <p>The sampling done from all the Health facilities conducting deliveries of the health unit annual reports (HMIS 107) for financial years 2020/2021 and 2021-2022 indicated 23.1% increment</p> <p>This was evidenced as below;</p> <p>Financial year 2020-2021 total deliveries indicated a total of 9714</p> <p>Financial year 2021-2022 total deliveries indicated a total of 11958</p> <p>Previous financial year –the year before divided by year before * 100.</p> <p>Therefore, $11958 - 9714 = 2244$ divided by $9714 * 100 = 23.1\%$</p> | 2 |

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

Maximum 8 points on this performance measure

a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.

The LG budgeted for sector development grant UGX.414, 136,000 (ABPR, page, 16) and received a supplementary of UGX.153,296,000 (letter from CAO, dated, 19/01/2022 acknowledging receipt of the supplementary funds funds). The LG spent UGX. 567,432,000 (Annual Budget Performance Report-page, 64).

The projects were;

1. Construction of 2 Stance VIP latrines In Kibazi,Ruhumuro, Kyeizooba HC IIIs and Kyabugimbi HC IV , UGX. 65,000,000 (ABPR, page, 68).

2. Constructiion of 3-twin staff houses constructed in Kabushaho, Ruhumuro and Kakanju HC IIIs, and completion of a twin staff house in Kibazi HC III, UGX. 355,000,000 (ABPR, page,67).

3. Completion of Kibazi HC III, at Kyamuhunga sub-county, UG. 147,432,000 (ABPR, page,68).

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

Maximum 8 points on this performance measure

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

The DHO , District Engineer, District Natural Resource Officer, DCDO certified works on health projects before the LG made payments to the Contractors and suppliers.

The payments made were as follows.

1. Construction of Semi Detached staff house at Kibazi HC II, Kyamuhunga SC by Kamoja Enterprises Ltd. BUSH 506/WRKS/21-22/006. Requisitioned on 14/02/2022. Certified works on 28/02/2022. Paid on 21/03/2022 by EFT. 42209295, UGX.25,728,584.
2. Completion of upgrade of Kibazi HC II to HC III by Mutara Works Enterprises Ltd. BUSH 506/WRKS/21-22/031. Requisitioned on 13/06/2022. Certified works on 15/06/2022. Paid on 23/06/2022 by EFT. 44471453, UGX.8,097,400.
3. Construction of Semi Detached staff house at Kakanju HC III by Muhwezi Abert Construction Ltd. BUSH 506/WRKS/21-22/004. Requisitioned on 25/04/2022. Certified works on 29/04/2022. Paid on 24/05/2022 by EFT. 443545650,UGX.59,967,040.

| | | | | |
|---|--|---|--|---|
| 3 | <p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p> | <p>c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0</p> | <p>The final completion of Upgrade of Kiziba Health Centre II to III was implemented in the FY 2021/2022. The project had stalled after being abandoned by the contractor. The Final completion had Engineer's Estimates of 149,844,577/=.</p> <p>Review of the contract agreement signed between Bushenyi District LG and M/S Mutara Works Enterprise Ltd the contract price was UGX 149,867,198/=.</p> <p>The price variation was 0 hence the awarded score.</p> | 2 |
| 3 | <p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p> | <p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 | <p>The completion of Kibazi Health Centre II to III was completed in FY 2021/2022. (Status of projects for Bushenyi District LG for FY 2021/2022 as of 30th/06/2022)</p> <p>Triangulation was made through field visit to the facility that confirmed completion.</p> | 2 |

| | | | | |
|---|---|--|--|---|
| 4 | <p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p> | <p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 | <p>According to the Bushenyi District Staffing Levels as at 9/5/2022, Health staffing structure, the approved staff positions are 276 and only 228 are filled making an 83% staff filling.</p> | 1 |
| 4 | <p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p> | <p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> • If 100 % score 2 or else score 0 | <p>The phase under review involved painting of walls, installation of glasses, plumbing works, shattering, installation of rainwater harvesting tanks, installation of solar system, electricity and flooring using ceramic tiles and terrazzo. It should be noted that previous works were assessed during previous assessment. The phase under review met technical specifications as prescribed in the Bills of Quantities.</p> | 2 |

Performance Reporting and Performance Improvement

Accuracy of Reported Information: The LG maintains and reports accurate information

Maximum 4 points on this performance measure

a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0

The information on positions of health workers filled was accurate. This was evidenced on the deployment staff lists from the DHO of 11th November 2022 and that on the staff lists and attendance registers at the 3 sampled health facilities of Kyabugimbi Health centre IV, Kabushaho Health centre III and Kyeizooba Health centre III as indicated below;

1. At Kyabugimbi Health center IV, 39 out of 49 staff were indicated on the deployment list at the DHO's office corresponded to the 39 staff list of 19th August 2022 that was pinned on the notice board at the facility

2. At Kabushaho Health center III, 14 out of 19 staff were indicated on the deployment list at the DHO's office which corresponded to the 14 staff list of November 2022 that was pinned at the Health facility notice board during the time of visit.

3. At Kyeizooba Health center III, 19 out of 19 staff were indicated on the deployment list at the DHO's office corresponding to the 19 staff list dated November 2022 that was pinned at the Health facility notice board.

The information on positions of health workers filled was accurate

| | | | | |
|---|--|---|---|---|
| 5 | <p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p> | <p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p> | <p>The information on health facilities upgraded or constructed was accurate.</p> <p>Kashambya Health center was upgraded from II to III under the Ministry of Health Uganda Reproductive Maternal Child Project(URMCHIP) as reflected in the PBS report</p> | 2 |
| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> • Score 2 or else 0 | <p>The Health facilities prepared and submitted Annual Work plans and budgets to the DHO for the previous financial year.</p> <p>The sampled health facilities of Kyeizooba, Kabushaho and Kyabujimbi submitted as follows;</p> <ol style="list-style-type: none"> 1. Kyeizooba Health centre III submitted on 18th March 2022 2. Kabushaho health center III submitted on 2nd March 2022 and; 3. Kyabugimbi Health centre IV submitted on 23rd March 2022 <p>All the three submissions were before 31st March which was within the timeline and also conformed to the prescribed formats.</p> | 2 |

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

The sampled Health facilities prepared and submitted to the DHO Annual Budget Performance Reports for the previous FY as evidenced from vote 506 quarter 1 to 4 submissions dated 18th November 2021, 18th January 2022, 13th May 2022 and 25th August 2022.

The submissions were as follows;

1. Kyabigimbi Health center IV submitted on 11th June 2022
2. Kabushaho Health center III submitted on 13th July 2022 and;
3. Kyeizooba Health center III submitted on 13th July 2022

The submissions complied to the timeline submission by July 15th of the current FY as per the Budget and Grant Guidelines

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

The health facilities developed and reported on implementation of facility improvement plans that incorporated performance issues identified in assessment reports for the current financial year.

This was evidenced from the submissions below;

1. Kyeizooba submitted on 5th June 2022
2. Kyabugimbi submitted on 7th July 2022 and;
3. Kabushaho submitted on 5th June 2022

The performance issued included; Routine supervision, timely reporting, medicine management, staff performances among others.

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

Maximum 14 points on this performance measure

d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,
 • score 2 or else score 0

The health facilities submitted 100% up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter).

Monthly and quarterly reports for the 3 sampled health facilities of Kyabugimbi health center IV, Kyeizooba health center III and Kabushaho Health center III as evidenced below;

Kyabugimbi health facility submitted as follows; 5th Aug, 4th Sept, 4th Oct, 7th Nov, 6th Dec, 6th Jan, 6th Feb, 5th Mar, 5th April, 7th May, 4th Jun and 5th July

Kyeizooba health facility submitted as follows; 3rd Aug, 5th Sept, 5th May, 5th Nov, 3rd Dec, 5th Jan, 3rd Feb, 4th Mar, 4th April, 5th May, 6th Jun and 4th July

Kabushaho Health facility submitted as follows; 5th Aug, 6th Sept, 5th Oct, 4th Nov, 6th Dec, 6th Jan, 4th Feb, 3rd Mar, 5th April, 3rd May, 2nd Jun and 1st July

The submissions of 3 facilities were timely of all monthly (12) and quarterly (4) reports for the previous FY

| | | | | |
|---|--|---|--|---|
| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p> | <p>The health facilities submitted 100% of the Results Based Financing (RBF) invoices but not timely (by 15th of the month following end of the quarter).</p> <p>They submitted as follows;</p> <ol style="list-style-type: none"> 1. Kyabugimbi submitted on 1st August 2022 2. Kyeizooba submitted on 1st August 2022 and; 3. Kabushaho submitted on 1st August 2022 <p>The dates of submission however did not comply to the timelines as it was beyond 15th July as they were submitted in August</p> | 0 |
|---|--|---|--|---|

| | | | | |
|---|--|---|--|---|
| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p> | <p>The LG verified and submitted to MOH facility RBF invoices for all the 12 RBF Health Facilities.</p> <p>This was evidenced by the system generated invoice dated 1st August 2022 at 9:29am and received at Mbarara Region on 3rd August 2022</p> <p>The submission date was however beyond the required date of submission of the 3rd week of the month following end of the quarter.</p> | 0 |
|---|--|---|--|---|

| 6 | 1 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> | <p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p> | <p>The LG did timely (by end of the first month of the following quarter) compiled and submit all quarterly (4) Budget Performance Reports and status were as follows;</p> <table border="1"> <thead> <tr> <th>Date submitted</th> <th>Required Date of Submission</th> </tr> </thead> <tbody> <tr> <td>Q 1</td> <td>-29/10/2021</td> </tr> <tr> <td>Q 2</td> <td>-14/01/2022</td> </tr> <tr> <td>Q 3</td> <td>-28/04/2022</td> </tr> <tr> <td>Q 4</td> <td>-20/07/2022</td> </tr> </tbody> </table> | Date submitted | Required Date of Submission | Q 1 | -29/10/2021 | Q 2 | -14/01/2022 | Q 3 | -28/04/2022 | Q 4 | -20/07/2022 |
|--|--|---|---|--|----------------|-----------------------------|-----|-------------|-----|-------------|-----|-------------|-----|-------------|
| Date submitted | Required Date of Submission | | | | | | | | | | | | | |
| Q 1 | -29/10/2021 | | | | | | | | | | | | | |
| Q 2 | -14/01/2022 | | | | | | | | | | | | | |
| Q 3 | -28/04/2022 | | | | | | | | | | | | | |
| Q 4 | -20/07/2022 | | | | | | | | | | | | | |
| <p>Maximum 14 points on this performance measure</p> | <p>The reports were submitted within the one month deadline after the quarter.</p> | | | | | | | | | | | | | |

| | | | | |
|--|---|---|--|--|
| 6 | 1 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> | <p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p> | <p>The LG developed an approved Performance Improvement Plan (PIP). This was evidenced from the PIP dated 15th June 2022 signed the DHO and approved by the CAO on 15th June 2022</p> <p>The PIP incorporated plans for the weakest performing Health facilities of Bitooma HC III, Nyabubare HC III and Ruhumuro HC III. The health facilities were identified for corrective action.</p> |
| <p>Maximum 14 points on this performance measure</p> | | | | |

| | | | | |
|---|--|--|--|---|
| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p> | <p>The LG implemented Performance Improvement Plan for the lowest performing health facilities</p> <p>The PIP incorporated plans for the weakest performing Health facilities of Bitooma HC III, Nyabubare HC III and Ruhumuro HC III. The health facilities were identified for corrective action</p> | 1 |
|---|--|--|--|---|

Human Resource Management and Development

| | | | | |
|---|---|---|--|---|
| 7 | <p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p> | <p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p> | <p>The LG budgeted for health workers following guidelines / staffing norms. Under vote 824, the LG budgeted for 247 as filled positions as it corresponded to the 247 health workers on the approved structure.</p> | 2 |
|---|---|---|--|---|

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

a) Evidence that the LG has:

ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0

The LG did not deploy health workers as per guidelines as all the health facilities did not have at least 75% as staff required in accordance with the staffing norms.

The staff lists of the facilities against the staffing norms were;

1. Kabushaho III had 14 out of 19=73.6%

2. Kakanju III had 17 out of 19=89%

3. Kashambya III had 8 out of 19=42%

4. Kibazi III had 10 out of 19=52%

5. Kyamuhunga III had 16 out of 19=84%

6. Kyeizooba III had 19 out of 19=100%

7. Nyabubare III had 16 out of 19=84%

8. Kyabugimbi IV had 39 out of 49=79.5%

9. Ruhumuro III had 12 out of 19=63% and;

10. Ryeishe III had 13 out of 19=68%

Kashambya-42%, Kibazi-52%, Ruhumuro-63% and Ryeishe-68%. Health facilities did not make it to at least 75% as a requirement.

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

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

The health workers were working in health facilities where they were deployed.

The reviewed Health workers' staff lists, facility attendance book/register (DHMT supervision/ monitoring reports; Automated Attendance Analysis (AAA) indicated that the health workers were working where they were deployed as reflected from the 3 sampled facilities below;

1. At Kyabugimbi Health center IV, 39 out of 49 staff were indicated on the deployment list at the DHO's office corresponded to the 39 staff list of 19th August 2022 that was pinned on the notice board at the facility and in the attendance book

2. At Kabushaho Health center III, 14 out of 19 staff were indicated on the deployment list at the DHO's office which corresponded to the 14 staff list of November 2022 that was pinned at the Health facility notice board and in the attendance book

3. At Kyeizooba Health center III, 19 out of 19 staff were indicated on the deployment list at the DHO's office corresponding to the 19 staff list dated November 2022 that was pinned at the Health facility notice board and in the attendance book

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

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

There was evidence that the LG had publicized health worker's deployment and disseminated as evidenced by the display of the list of deployed health workers on health facilities notice boards.

The displayed lists indicated the name of the facility, name of the staff, cadre, and gender including passport photos among others as they appeared on the health facility notice boards

1. At Kyabugimbi Health center IV, 39 out of 49 staff were indicated on the deployment list at the DHO's office corresponded to the 39 staff list of 19th August 2022 that was pinned on the notice board at the facility

2. At Kabushaho Health center III, 14 out of 19 staff were indicated on the deployment list at the DHO's office which corresponded to the 14 staff list of November 2022 that was pinned at the Health facility notice board during the time of visit.

3. At Kyeizooba Health center III, 19 out of 19 staff were indicated on the deployment list at the DHO's office corresponding to the 19 staff list dated November 2022 that was pinned at the Health facility notice board.

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:
i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0

There was evidence to show that all health in charges were appraised for the previous FY. The 10 files sampled included;

1. Muhangi Apollo of Ruhumuro HC III was appraised on 16/07/2022.

2. Katureebe John Baptist of Kashambya HCIII was appraised on 30/06/2022.

3. Masika Jesca of Nyabubare HCIII was appraised on 30/6/2022.

4. Ampeire Prudence of Kyamuhunga HCIII was appraised on 15/07/2022.

5. Nyasuguta Nancy Nyamweya of Kyeizooba HCIII was appraised on 30/06/2022.

6. Nyakato Enid of Kabushaho HCIII was appraised on 30/06/2022.

7. Beigaruraho Florence of Ryeishe HCIII was appraised on 30/06/2022.

8. Byaruhanga Norbert Musisi of Kyabugimbi HCIV was appraised on 15/07/2022.

9. Orishaba Justine of Swazi HCII was appraised on 15/07/2022.

10. Tutahibwe Lilian HC IV was of Nombe HCII was appraised on 30/6/2022.

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

Maximum 6 points on this performance measure

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

There was evidence that Facility-in-charges conducted performance appraisals for health workers in the previous FY. A sample of 10 files of health workers files was taken as follows:

1. Asiimire Charity an Enrolled Nurse was appraised on 17/06/2022.
2. Natureeba Catherine an Enrolled Midwife was appraised on 9/06/2022.
3. Amutuhaire Ruth an Enrolled Midwife was appraised on 30/06/2022.
4. Owomukama Remus a Medical Clinical Officer was appraised on 15/06/2022.
5. Bashabire Yustince an enrolled midwife was appraised on 30/06/2022.
6. Ainembabazi Moureen a Clinical Officer was appraised on 27/06/2022.
7. Barekye Alex Theatre Assistant was appraised on 15/06/2022.
8. Tucungwire Vincent a Laboratory Technician was appraised on 30/06/2022.
9. Ahimbisibwe Monicah an Enrolled Nurse was Appraised on 18/06/2022.
10. Tusingwire Amon an assistant nursing officer was appraised on 6/07/2022.

| | | | | |
|---|--|--|---|---|
| 8 | <p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> | <p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p> | <p>There was no evidence presented as corrective action arising out of appraisal reports</p> | 0 |
| | <p>Maximum 6 points on this performance measure</p> | | | |
| 8 | <p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> | <p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p> | <p>The LG conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District. These trainings included;</p> <ol style="list-style-type: none"> 1. Training of Health workers on Cervical cancer screening and management dated 10th May 2022 2. Training of health workers on Key Populations(KP) programming dated 22nd June 2022 3. Training of health workers on Quality Improvement(QI) reporting dated 30th May 2022 4. Training of health workers on Hemoglobin (HBB) dated 16th March 2022 5. Training of health workers on C. Prolapse dated 13th May 2022 <p>The trainings were incorporated into the CPD training plan</p> | 1 |
| | <p>Maximum 6 points on this performance measure</p> | | | |

| | | | | |
|---|--|---|---|---|
| 8 | <p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p> | <p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p> | <p>The LG documented training activities in the training /CPD database. All the Health workers who underwent through any trainings were entered into the DHO's training book updated for financial year 2021/2022</p> | 1 |
|---|--|---|---|---|

Management, Monitoring and Supervision of Services.

| | | | | |
|---|--|---|--|---|
| 9 | <p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p> | <p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p> | <p>None of the health facilities missed PHC from all the quarters in the previous financial year.</p> <p>The letter from the CAO notifying the MOH in writing of the list of facilities that missed accessing the PHC NWR Grants (GoU and PNFP that received PHC NWR grants) from CAO to the Permanent Secretary Ministry of Health was not required</p> | 2 |
| 9 | <p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p> | <p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p> | <p>The Bushenyi LG PHC budget for FY 2021/22 was UGX. 723,290,000 (ABPR, page, 17) and allocated, UGX. 55,212,000 (page, 70) for monitoring and service delivery. This was 7.6% which met the requirement of 15% maximum.</p> | 2 |

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

Maximum 9 points on this performance measure

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

The LG did not timely warrant direct transfers to health facilities in accordance to the requirements of not more than 5 working days.

Time taken;

Q 1-21 days

Q 2-15 days

Q 3- 15 days

Q 4- 35 days

The warrants were made on the following dates;

Notification of Expenditure Limits Warranted

Q 1 -06/07/2020
27/07/2021

Q 2 -30/09/2020
15/10/2021

Q 3 -22/12/2021
06/01/2022

Q 4 -04/04/2021
09/05/2022

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

Maximum 9 points on this performance measure

d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0

The LG did not invoice and communicate PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of funds release in each quarter.

For Quarter 1, the MoFPED circular was dated 06/07/2021, warranted by CAO on 27/07/2021, invoiced on 30/01/2022 and the communicated to to LLGs and facilities on 02/08/2021.

For Quarter 2, the MoFPED circular is dated 30/09/2021, warranted by CAO on 15/10/2021, invoiced on 20/10/021 and communicated to LLGs and facilities on 29/10/2021.

For Quarter 3, the MoFPED circular is dated 22/12/2021, warranted by CAO on 06/01/2022, invoiced on 06/01/2022 and communicated to LLGs and facilities on 10/01/2022.

For Quarter 4, MoFED circular is dated 04/04/2022, warranted by CAO on 09/05/2022, invoiced on 12/05/2022 and communicated to LLGs and facilities on 24/05/2022.

In all the four quarters, the transfer of PHC NWR grants were not effected within the 5 days deadline.

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

Maximum 9 points on this performance measure

e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0

There was evidence that the LG did not publicize releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED. Time taken;

1 Q-21 days

Q 2- 29 days

Q 3-29 days

Q 4- 24 days.

| Cash release Publicized | Communicated |
|-------------------------|--------------|
|-------------------------|--------------|

| | |
|-------------------------------|------------|
| Q 1- 06/07/2021 06/08/2021 | 02/08/2021 |
|-------------------------------|------------|

| | |
|-------------------------------|------------|
| Q 2- 30/09/2021 03/11/2021 | 29/10/2021 |
|-------------------------------|------------|

| | |
|-------------------------------|------------|
| Q 3 -22/12/2021 13/01/2022 | 10/01/2022 |
|-------------------------------|------------|

| | |
|-------------------------------|------------|
| Q 4 -04/04/2022 12/05/2022 | 04/05/2022 |
|-------------------------------|------------|

Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0

The LG health department implemented the actions recommended by the DHMT quarterly performance review meetings held during the previous FY.

This was evidenced from the implementation reports and quarterly review minutes below as required by the assessment procedure.

The evidenced quarterly review meeting minutes and implementation reports dated;

1. Q1 dated 30th August 2021
2. Q2 dated 15th Dec 2021
3. Q3 dated 20th May 2022 and
4. Q4 dated 15th June 2022

Recommendations noted from 20th May 2022, Minute 43/2022 follow up actions included;

1. Hold monthly facility QI meetings
2. All facilities to always display key output indicators
3. Health center IIs offering EMTCT services to start monitoring other indicators in addition to immunisation.
4. Health sub district QI team to continuously check on QI implementation in lower facilities during support supervision

Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0

The LG performance review meetings involved all health facilities in charges, implementing partners, DHMTs and key LG departments.

This was evidenced from the attached attendances of the minutes of the meetings held on;

1. Quarter one meeting held on 18th August 2021 had 50 attendants
2. Quarter two meeting held on 5th November 2021 had 30 attendants
3. Quarter three meeting held on 29th March had 50 attendants and;
4. Quarter four meeting held on 29th June had 50 attendants

The participants included Health facility In-charges, focal persons, USAID, UPMB, RHITES, LPS-TASO, DHT members and the DHO

Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0

If not applicable, provide the score

The LG supervised 100% of Hospitals and HC IVs at least once every quarter in the previous FY

The Assessment Team reviewed the supervision reports for all the quarters for FY 2021/2022 and evidenced that 100% supervision was conducted as indicted below;

1. QTR 1 dated 19th October 2021
2. QTR 2 dated 24th January 2021
3. QTR 3 dated 19th April 2022 and,
4. QTR 4 dated 12th July 2022.

Some of the recommendations included;

1. Reviewed the evidence and displayed all received PHC funds
2. Reviewed Health unit management committee minutes for quality according to the standards
3. Verified all staffs according to the duty schedules
4. All expired drugs quantified and packed for district collection.

Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0

• If not applicable, provide the score

The DHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY.

The supervision and monitoring reports for the health sub districts indicated that HSD supervision was done as evidenced below;

Q1 dated 2nd October 2021

Q2 dated 30th December 2021

Q3 dated 24th March 2022 and;

Q4 dated 30th July 2022

The feedback included;

1. All In-charges to continuously follow up health facilities with gaps

2. DHO to provide refrigerators to health center IIs that were missing

3. Continuous support supervision

Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0

The LG used the results / reports from discussion of the support supervision and monitoring visits for the 4 quarters reviewed to make recommendations for specific corrective actions.

This was evidenced from Health facility activity reports and Supervision Books from the three visited health facilities as indicated the following actions;

1. Improvement on the data and information management systems

2. Routine monitoring of staff on duty

3. Routine update on all health facility staff lists

4. Effective stores management for quality medicine management

5. re-distribution of drugs and supplies amongst the health facilities

The support supervision books from the three visited health facilities of Kyabugimbi, Kyeizooba and Kabushaho also indicated the same recommendations and actions.

At Kyabugimbi HC IV, supervision was conducted from 27th September 2021 to 15th June 2022, at Kyeizooba HC III, supervision was conducted from 26th September 2021 to 19th May 2022 and at Kabushaho HC III, supervision was conducted from 29th September 2021 to 15th June 2022

| | | | | |
|----|---|---|--|---|
| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p> | <p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p> | <p>The LG provided support to all health facilities in the management of medicines and health supplies in FY 2021/2022.</p> <p>These reports on Supervision Performance And Recognition Strategy (SPARS) indicated that guidance was given to health facility in-charges on secure, safe storage and disposal of medicines and health supplies</p> <p>This was evidenced from the Medicine Management and supervision and monitoring reports of 22nd June 2022, 7th June 2022 and 28th June 2022</p> <p>Some of the recommended actions included;</p> <ol style="list-style-type: none"> 1. Proper stock management for all medicines 2. Tracing of all drugs and medicines at all the health facilities 3. Maintain the ordering and reporting quality | 1 |
|----|---|---|--|---|

| | | | | |
|----|---|--|--|---|
| 11 | <p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p> | <p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p> | <p>The LG DHOs health office budget was UGX. 55,212,000 . The total amount allocated to health promotion and prevention activities was UGX. 18,000,000 (ABPR- page, 65). This was a proportion of 32.6% which was more than 30% maximum.</p> | 2 |
|----|---|--|--|---|

Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities

Maximum 4 points on this performance measure

b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0

The DHT led health promotion, disease prevention and social mobilization activities were conducted during the previous FY.

This was evidenced from the Health Promotion Activity reports and DHMT meeting minutes which established that implementation of health promotion, disease prevention and social mobilization activities in the previous FY were conducted.

The documentary evidence availed during the assessment time included reports of the conducted activities below;

The evidenced implementation reports included;

1. Sanitation awareness report dated 27th July 2022

2. Radio talk show reports dated 30th Novemeber2021 at Bushenyi FM covering 14 talk shows on COVID-19, TB, Reproductive Health, Integrated child health among others

3. VHT coordination community dialogue meeting fated 15th June 2022

Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities

Maximum 4 points on this performance measure

c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0

The DHT followed up the actions taken by the DHT on health promotion and disease prevention from the Health promotion.

This was evidenced from the Quarterly progress reports, DHT/MHT minutes follow-up actions were taken on the health promotion, disease prevention and social mobilization.

Actions included;

1. Consideration of VHTs to implement integrated ICCM child care against Malaria in the communities.

2. Conducting continuous medical education to the VHT at parish levels

3. Implement sanitation components into the community structures

Investment Management

Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.

Maximum 4 points on this performance measure

a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0

The LG availed an updated asset register that set out the health facilities and equipment relative to basic standards as per the format.

This was evidenced from the LG updated register on page 88 to 133. This included all the health facility registers. The service standards for health facilities was also availed to the assessment team during the assessment time.

Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.

Maximum 4 points on this performance measure

b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII); (ii) desk appraisal by the LG; and (iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG)):

score 1 or else score 0

The LG prioritized investments in the health sector were desk appraised and were eligible for expenditure under sector guidelines and funding source, development grant, Discretionary Development Equalization Grant DDEG. They were also discussed in the TPC meeting held on 15/08/2021 under MIN 6/TPC/AUG/2021. These were profiled in LG DP III, pages 127-227. Projects were appraised by; DHO, District Planner, DCDO, Senior Environment Officer and District Engineer.

Appraised projects were.

1. Construction of 5-stance VIP latrine at Kyabugimbi Health Centre IV in Kyabugimbi Town Council.
2. Completion of staff house at Kibazi Health Centre III in Kyamuhunga subcounty.
3. Construction of semi-detached house at Kakanju Health Centre III in Kakanju sub county.

| | | | | |
|----|--|---|---|---|
| 12 | <p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p> | <p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p> | <p>The LG conducted field appraisals to check for technical feasibility, environment and social acceptability, and customized designs to site conditions. These were profiled in the LG DP III, pages, 127-227, AWP- page, 63. The projects were appraised by; DHO, District Planner, DCDO, Senior Environment Officer 20/08/2021.</p> <p>Appraised projects were;</p> <ol style="list-style-type: none"> 1. Construction of semi-detached house at Kakanju Health Centre III in Kakanju sub county 2. Construction of 5-stance VIP latrine at Kyabugimbi Health Centre IV in Kyabugimbi Town Council 3. Completion of staff house at Kibazi Health Centre III in Kyamuhunga subcounty | 1 |
|----|--|---|---|---|

| | | | | |
|----|--|---|---|---|
| 12 | <p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p> | <p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p> | <p>There was evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist,</p> <p>Completion of staff house at Kakanju HC III was screened on 16/05/2021 with mitigation measures prepared on 26/06/2021.</p> <p>Construction of staff house at Ruhumuro HC III was screened on 16/05/2021 with mitigation measures prepared on 26/06/2021.</p> <p>Construction of 2 latrines at Ryeishe HC III was screened on 16/05/2021 with mitigation measures prepared on 26/06/2021.</p> | 1 |
|----|--|---|---|---|

| | | | | |
|----|--|---|--|---|
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p> | <p>The LG health department submitted all infrastructure and other procurement requests to Procurement and Disposal Unit on 23rd/03/2022.</p> | 1 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p> | <p>The LG health department could not submit procurement request form (Form PP1) to PDU since all health infrastructure investments were taken up by the Uganda Defence Forces (UPDF) Engineering Brigade.</p> | 1 |

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

Maximum 10 points on this performance measure

c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0

There was evidence of approval by contracts committee for the health projects implemented in FY 2021/2022. For example, in a meeting held on 2nd/03/2022 under minute number MIN:213/CC/2021/2022 the committee approved the evaluation report for completion of upgrade of Kibazi Health Centre II to III. Contract awarded to M/S Mutara Works Enterprises Ltd at UGX 149,867,198/=

The construction of semi-detached staff houses at Kakanju HC III in Kakangu Sub-County was approved in a meeting held on 24th/9/2021 under minute number MIN:037/CC/2021-22. The committee approved the evaluation report and awarded contract to M/S Muhwezi Abert Construction Ltd at UGX 99,130,030/=

The construction of semi-detached house at Ruhumuro HC III was approved in a meeting held on 24th/09/2021 under minute number MIN:045/CC/2021-22. The committee awarded contract to M/S EFKON Construction Ltd at UGX 99,568,282/=

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

Maximum 10 points on this performance measure

d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0

If there is no project, provide the score

The presented established Project Implementation Teams for Health Projects lacked inclusion of Clerk of Works as required by the guidelines.

| | | | | |
|----|--|---|--|---|
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p> | <p>The phase assessed i.e for the completion of General and Maternity ward at Kibazi HC II to III was executed to as per MoH standard technical designs. Works majorly involved painting and tilling. Other parameters like walling, room sizes, roof structure were assessed in previous FYs.</p> | 1 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p> | <p>There was no evidence of maintenance of daily records for consolidation into weekly reports submitted to District Engineer. By the time the project commenced in FY 2018/2019 Clerk of Works was not a requirement for Health Centre Upgrades.</p> | 0 |

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

Maximum 10 points on this performance measure

g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0

If there is no project, provide the score

There was no evidence of site meetings conducted for the phase under review. No meeting minutes were availed.

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

Maximum 10 points on this performance measure

h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0

If there is no project, provide the score

There was evidence that health infrastructure projects were monthly supervised by relevant officers including the Engineer, Environment Officer and CDO. Reviewed was reports for construction of semi detached staff house at Ruhumuro HC III dated 14th/06/2022, 14th/02/2022, 16th/06/2022 and 11th/05/2022

Supervision reports for Kibazi Health Centre II to III dated 17/06/2022, report on construction of general and maternity ward phase II at Kibazi dated 13th/06/2022 were among the reports compiled by the Works department. There was evidence that the CDO and Environment Officers equally supervised health projects. Reports dated 05th/04/2022, 10th/05/2022 and 17th/06/2022 were among the reviewed reports. The contractors adhered to set environment and social measures in the BoQs

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

Maximum 10 points on this performance measure

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

The LG provided evidence, the, DHO , District Engineer, DCDO, Senior Environment Officer verified works and initiated payments of contractors within the timeframe of 14 days.

The sample of payments were;

1. Construction of Semi Detached staff house at Kibazi Hc ii-Kyamuhunga SC by Kamoja Enterprises Ltd. BUSH 506/WRKS/21-22/006. Verified works on 14/02/2022 and initiated payments on 28/02/2022, EFT. 42209295, UGX.25,728,584.

2. Completion of upgrade of Kibazi HC II to HC III by Mutara Works Enterprises Ltd. BUSH 506/WRKS/21-22/031. Verified works on 15/06/2022 and initiated payments on 15/06/2022, EFT. 44471453, UGX.8,097,400.

3. Construction of Semi Detached staff house at Kakanju HC III by Muhwezi Abert Construction Ltd. BUSH 506/WRKS/21-22/004. Verified works on 25/04/2022 and initiated payments on 29/04/2022, EFT. 443545650,UGX.59,967,040.

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

Maximum 10 points on this performance measure

j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0

The LG health projects had complete procurement files as illustrated below

The completion of Kibazi HC II to III had procurement requisition submitted using LG PP Form 1 fully signed by relevant officers on 3rd/02/2022. Submission to contracts committee for approval of procurement method, technical evaluation committee and bidding documents on 4th/2/2021. Contracts committee meeting held

on 4th/02/2022 under minute 181/cc/2021-22 approved open domestic bidding, the evaluation team and methodology. Evaluation report was on file dated 1st/03/2022. The report was approved in a meeting held on 2nd/03/2022 under minute 213/CC/2021-22. Contract was awarded to M/S Mutara Works Enterprises Ltd at UGX 149,867,198/=. Contract agreement dated 21st/03/2022 was on file.

For the construction of semi-detached houses at Ruhumuro HC III the requisition was submitted on 23rd/07/2021. Procurement method, evaluation team and methodology approved by contracts committee on 28th/07/2021 and approved under minute 012/CC/2021-2022. The evaluation report dated 14th/09/2021 was on file. Report was approved under minute 045/CC/2021-2022. Contract awarded to M/S EFKON Construction Co. Ltd at UGX 99,568,282/= and contract agreement signed on 25th/11/2021

The semidetached house at Kakanju HC III had procurement requisition on 23rd/07/2021, approval of procurement method, bidding documents and evaluation committee on 28th/07/2021. Evaluation report dated 13th/09/2021 was on file approved by contracts committee on 24th/09/2021 under minute 037/CC/2021-2022. The contract agreement signed on 25th/11/2021 between Bushenyi District LG and Muhwezi Albert Construction Co. Ltd.

Environment and Social Safeguards

| | | | | |
|----|---|---|--|---|
| 14 | <p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p> | <p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p> | <p>Bushenyi DLG had a functional grievance redress mechanism, however no grievances from health projects were reported for the previous financial year.</p> | 2 |
| 15 | <p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p> | <p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p> | <p>The LG issued guidelines on medical waste management and followed up on the implementation of the health care waste management guidelines by HCs. This was evidenced from the dissemination delivery book at the DHOs office where the last dissemination was recorded on 20th May 2022</p> | 2 |
| 15 | <p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p> | <p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p> | <p>The LG had in place a functional system for Medical waste management and a central infrastructure for managing medical waste. Green label services limited was the service provider managing medical waste. This was evidenced from the contract letter dated 3rd November 2019.</p> | 2 |

| | | | | |
|----|--|--|---|---|
| 15 | <p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p> | <p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p> | <p>The LG had conducted trainings and created awareness in healthcare waste management. This was evidenced from the Health care waste management training report dated 30th November 2021, Ref: GLSL-UHCWMA-21-05.</p> | 1 |
| 16 | <p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p> | <p>a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0</p> | <p>A review of the Bills of quantities for health projects revealed that costed ESMPs were incorporated as thus;</p> <p>Bills of quantities for completion of staff house at Kakanju HC III had costed ESMPs of UGX: 550,000 therein.</p> <p>Bills of quantities for construction of staff house at Ruhumuro HC III had costed ESMPs of UGX: 550,000 therein.</p> <p>Bills of quantities construction of 2 latrines at Ryeishe HC III had costed ESMPs of UGX: 260,000 therein.</p> | 2 |
| 16 | <p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p> | <p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p> | <p>There was no evidence that all health sector projects were implemented on land where the LG had proof of ownership. These included, completion of staff house at Kakanju HC III and construction of 2 latrines at Ryeishe HC III.</p> | 0 |

| | | | | |
|----|---|--|---|--|
| 16 | 2 | <p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p> | <p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p> | <p>Evidence was presented to show that the Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provided monthly reports,</p> <p>Completion of staff house at Kakanju HC III was supervised and monitored as per the reports dated 29/05/2022 and 30/06/2022.</p> <p>Construction of staff house at Ruhumuro HC III was supervised and monitored as per the reports dated 29/05/2022 and 14/06/2022.</p> <p>Construction of 2 latrines at Ryeishe HC III was supervised and monitored as per the reports dated 31/05/2022 and 17/06/2022.</p> |
| 16 | 2 | <p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p> | <p>d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0</p> | <p>Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor as noted below;</p> <p>Completion of staff house at Kakanju HC III had an E&S certification prepared and signed by the Environment Officer and CDO on 20/04/ 2022</p> <p>Construction of staff house at Ruhumuro HC III had an E&S certification prepared and signed by the Environment Officer and CDO on 13/05/ 2022</p> <p>Construction of 2 latrines at Ryeishe HC III had an E&S certification prepared and signed by the Environment Officer and CDO on 16/06/ 2022</p> |

**Water &
Environment
Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|---|--|---|-------|
| Local Government Service Delivery Results | | | | |
| 1 | <p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 | <p>From the Ministry MIS for current FY, the % of rural water sources that are functional are 81%.</p> | 1 |
| 1 | <p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 | <p>From the Ministry MIS for current FY, the % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs) is 80%.</p> | 1 |

| | | | | |
|---|--|--|---|---|
| 2 | <p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p> | <p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY.</p> <p>If LG average scores is</p> <p>a. Above 80% score 2</p> <p>b. 60 -80%: 1</p> <p>c. Below 60: 0</p> <p>(Only applicable when LLG assessment starts)</p> | N/A | 0 |
| 2 | <p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p> | <p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p> <p>o If 100 % of water projects are implemented in the targeted S/Cs: Score 2</p> <p>o If 80-99%: Score 1</p> <p>o If below 80 %: Score 0</p> | <p>In a letter dated 5th April 2022, the CAO wrote to the Permanent Secretary (PS) of Ministry of Water and Environment (MWE) requesting approval of change of work plan from construction of Kyabukumu gravity flow scheme (GFS) Phase III (item 2.7 of the work plan) which originally appeared in the AWP approved on 11th August 2022. The letter requested to drill six (06) boreholes in various sub counties in the district. <i>The primary reason was that the gravity flow scheme faced land challenges.</i></p> <p><i>The same letter referred to an earlier district council meeting minute number 55/COU/2021/2022 (a), which stated that a total budget of UGX 260,000,000/= that had been allocated to Kyabukumu GFS be used for drilling six (06) boreholes.</i></p> <p>In a letter dated 20th April 2022, the PS MWE granted the CAO permission to change the work plan from construction of</p> | 0 |

Kyabukumu GFS Phase II in Ruhumuro S/C to **drilling six (06) boreholes in various S/Cs in the district in 2021/2022FY at a budget of UGX 260,000,000/=.**

A review of the annual progress report indicated that the following 7No., boreholes were drilled in the previous FY.

1. Kabande B village source, Nkanga parish, **Nkanga S/C.**
2. Kahungye I village, Kahungye parish, **Nyabubaare S/C.**
3. Nyakabingo village, Rushinya parish, **Kakanju S/C.**
4. Kayengo borehole, Butooma ward, **Butooma T/C**
5. Nyarurambi T/C borehole, Nyarurambi parish, **Ibaare S/C.**
6. Rwenyena borehole, Kitagata parish, **Kyeizooba S/C.**
7. Nyamyerande I borehole, Bugaara parish, **Ruhumuro S/C.**

According to the AWP 2021/2022FY, borehole rehabilitation was planned under item (3.1). A review of the annual progress report indicated that twenty-two (22) water sources were rehabilitated which included protected springs, shallow wells, deep boreholes, and tap stands. These are listed below:

Kyabugimbi S/C had the following sources rehabilitated

1. Source: Katikamwe, Katikamwe parish - Protected spring
2. Source: Bujaga, Beijengye parish, - Shallow well.
3. Source: Kabuura, Nyakabanga parish - Protected spring.
4. Source: Kitwe central, Kitwe parish - Protected spring.

Ibaare S/C had the following sources rehabilitated

1. Source: Rutsiro, Kainamo parish - Protected spring.
2. Source: Kyamutambira, Ryeishe - Protected spring.

Bitooma S/C had the following sources rehabilitated

1. Source: Nyanuura, Bitooma parish - Protected spring.
2. Source: Bubaare P/S, Bitooma parish - Deep borehole.
3. Source: Mirambi, Kimuri parish - Protected spring.

Kyeizooba S/C had the following sources rehabilitated

1. Source: Ryakisire, Karaaro parish - Protected spring.
2. Source: Nyamiyaga, Nyamiyaga parish - Protected spring.
3. Source: Buyanja, Katerero II parish, Protected spring.

Kakanju S/C had the following sources rehabilitated

1. Source: Akashanda pipeline, Katunga parish - Tap stands (2No.).
2. Source: Bunanura, Rushinya parish - Protected spring.
3. Source: Kijumo II, Kabaare parish - Deep borehole.
4. Source: Nyabitekyere, Kakanju parish - Protected spring.

Bumbaire S/C had the following sources rehabilitated

1. Source: Rwemiyonga, Rwemiyonga parish - Shallow well.
2. Source: Kiyaga P/S, Kiyaga - Protected spring.

Kyamuhunga S/C had the following sources rehabilitated

1. Source: Kibazi, Kyamuhunga parish - Protected spring.

Nyabubaare S/C had the following sources rehabilitated

1. Source: Nyakashojwa, Nkanga parish - Protected spring.
2. Source: Nyabitoote II, Nyabubaare parish - Protected spring.
3. Source: Kashozi, Nyabubaare parish - Shallow well.

According to the AWP, item (3.1): borehole rehabilitation, included ***rehabilitation of Kayanga gravity flow scheme (GFS) in Kyamuhunga S/C and other point water sources at a budget of UGX 53,700,000/=***. The engineer's estimate for the GFS rehabilitation shared with the assessment officer read **UGX 20,046,401/=**. A review of the annual progress report indicated that Kayanga GFS rehabilitation was fully completed in the planned FY.

According to the fourth quarter report, six (06) spring wells were protected/constructed although not originally planned in the approved FY AWP. These were as follows:

1. Source: Rugoma village, Nyabubare parish, **Nyabubare S/C.**
2. Source: Kajunju village, Kajunju parish, **Kyabugimbi S/C.**
3. Source: Kanyamuhita village, Kitagata parish, **Kyeizooba S/C.**
4. Source: Ryamarembo village, Kyamuhunga parish, **Kyamuhunga S/C.**
5. Source: Nyakibaya village, Mirambi parish, **Bitooma S/C.**

6. Source: Nyakatugunda village, Nkanga parish, **Nkaga S/C.**

From the ministry MIS, the district average rural access to safe water stood at 94% for the previous FY.

According to the ministry MIS, the access to safe water by sub-county stood as follows:

1. Bitooma, 95%
2. Bumaire, 95%
3. Ibaare, 95%
4. Kakanju, 95%
5. Kyabugimbi, 95%
6. Kyamuhunga, 95%
7. Kyamuhunga TC, 95%
8. Kyeizooba, 95%
9. Nyabubaare, 95%
10. **Ruhumuro, 77%**

Only one (01), i.e., Nyamyerande I borehole, out of thirty-six (36) projects constructed and/or rehabilitated was done in Ruhumuro S/C whose access to safe water is 77% below the district average. This represented 2.78%.

Note: Nkanga S/C was curved from Nyabubaare S/C.

Conclusion

Fail

2

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

Maximum 8 points on this performance measure

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

o If within +/-20% score 2

o If not score 0

Three (03) contracts were sampled:

1. Siting, drilling and installation of **7No., boreholes**. Contract date: 1st April 2022. Contractor: Flakks Technical Services Limited. Contract sum: UGX 293,021,642/= . Contract reference number: BUSH506/Wrks/21-22/021. According to the AWP and budget for the previous FY,

2

the budget estimate for this investment project was UGX 278,694,000/=; item (2.7). Note that in a letter dated 20th April 2022, the permanent secretary (PS) for ministry of water and environment (MWE) granted permission to the district to change the work plan from construction of Kyabukumu GFS Phase II in Ruhumuro S/C to drilling six (06) boreholes in various S/Cs in the district in 2021/2022FY at a budget of UGX 260,000,000/=. **The estimate per borehole was thus UGX 43,333,333.33/= and the contractor's unit cost was UGX 41,860,234.57/=. Thus, the variation in this case was -3.40%.**

2. Rehabilitation of protected springs, shallow wells, and Akashanda pipeline. **Contract sum: UGX 29,835,120/=**. Contract reference number: BUSH506/Wrks/2021-2022/0022. Contract date: 15th December 2021. Contractor: MWE Trust & 4P Enterprises Limited. **The engineer's estimate availed read UGX 30,056,960/=. Thus, the variation was -0.74%.**
3. Rehabilitation of Kayanga GFS in Kyamuhunga S/C, contract signed on 4th January 2022. Contract reference number: BUSH506/Wrks/2021-2022/020. Contractor: Polmac (U) Limited; P.O.Box 36901 Kampala. Contract sum: UGX 21,444,199/=. **The engineer's estimate availed read UGX 20,046,401/=. Thus, the variation was +6.52%.**

Note: In the 2021/2022FY AWP,

item (3.1) included both rehabilitation of boreholes and Kayanga GFS budgeted for UGX 53,700,000/=.

Conclusion

Pass.

2

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

Maximum 8 points on this performance measure

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

o If 100% projects completed: score 2

o If 80-99% projects completed: score 1

o If projects completed are below 80%: 0

From the annual budget performance report dated 1st August 2022 signed and stamped by the CAO, and received by ministry of water and environment (MWE), all WSS infrastructure projects were completed within the planned FY.

2

3

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

a. If there is an increase in the % of water supply facilities that are functioning

o If there is an increase: score 2

o If no increase: score 0.

From the Ministry MIS, the functionality of water facilities for previous FY but one was 77% the functionality of water facilities for the previous FY was 81%. Therefore, there was a 4% increase in the water supply facilities that are functioning.

2

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).

o If increase is more than 1% score 2

o If increase is between 0-1%, score 1

o If there is no increase : score 0.

From the Ministry MIS, the functionality WSCs for previous FY but one was 80% and the functionality of WSC for the previous FY was also 80%. Therefore, there was no percentage increase in functionality of WSCs.

Performance Reporting and Performance Improvement

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

Maximum 3 points on this performance measure

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

From the DWO, the annual performance report for previous FY was reviewed and the list of constructed WSS facilities noted. The three (03) WSS facilities in different LLGs sampled were as follows:

1. Nyarurambi T/C borehole in Ibaare S/C
2. Kaband P/S borehole in Nkanga S/C
3. Kahungye village borehole in Nyabubaare S/C.

Findings

All the three (03) WSS facilities were constructed and are functional as reported.

| | | | | |
|---|--|--|---|---|
| 5 | <p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p> | <p>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p> | <p>From the DWO, all four (4) quarterly WSS reports were availed. The DWO had collected and compiled quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage hygiene, and community involvement.</p> | 2 |
| 5 | <p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p> | <p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p> | <p>Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses information for planning purposes was availed.</p> <p>From the DWO MIS, the data on new facilities, population served, functionality of WSCs and WSS facilities, etc.) was obtained and found to be updated on quarterly basis and used for planning purposes.</p> <p>Specifically, there was evidence of filling forms 1 and 4 on new sources and old sources respectively. Form 4s reported the status and existing condition of the water sources, functionality, management, and environment issues. These were updated quarterly as follows:</p> <ol style="list-style-type: none"> 1. The first quarter submission of form 4s to the ministry was done on 15th December 2021, and the letter of submission was date 16th November 202, well-signed and stamped by the deputy CAO. 2. The second quarter submission of form 4s to the | 3 |

ministry was done on 10th January 2022, and the letter of submission was dated 6th January 2022, well-signed and stamped by the deputy CAO.

3. The third quarter submission of form 4s to the ministry was done on 6th May 2022, and the letter of submission was dated 26th April 2022, well-signed and stamped by the CAO.
4. The fourth quarter submission of **form 4s and 1s** to the ministry was done 9th August 2022, and the letter of submission was dated 1st August 2022.

There was evidence that this information/data is used for planning purposes since some of the water projects for rehabilitation in the current FY are recommended after reporting non-functionality, yet the areas they served are currently water stressed.

5

Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance

Maximum 7 points on this performance measure

c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0

Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.

Not applicable for all LGs since there's was no assessment for LLGs in FY2021/2022.

0

Human Resource Management and Development

6

2

Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff

Maximum 4 points on this performance measure

a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2

There was evidence that the District Water Officer budgeted for critical staff (Senior Civil Engineer water and Assistant Engineering Officer (water) to a tune of 48,470,000 (vote 506, budget estimates 2021/2022)

6

2

Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff

Maximum 4 points on this performance measure

b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2

There was evidence that the District Natural Resources Officer budgeted for critical staff (District Natural Resources officer, Senior Environment officer, Environment Officer, Forestry officer, Senior Land management officer, Staff surveyor, and Physical planner) to a tune of 159,563,000 (Vote 506, budget estimates 2021/2022)

7

3

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

Maximum 6 points on this performance measure

a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3

There was evidence that the District Water office staff were appraised during the previous FY.

1. Assistant Engineering Officer (water) Aineamatsiko Ackson was appraised on 4/07/2022.

2. Senior Civil Engineer (water) Kahangye Victor was substantively appointed on 19/05/2022 and assumed duty on 10/06/2022. Therefore he was not appraised for the previous FY.2021/2022.

| | | | |
|---|--|---|---|
| 7 | <p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p> | <p>b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3</p> | 0 |
|---|--|---|---|

Management, Monitoring and Supervision of Services.

| | | | |
|---|---|---|---|
| 8 | <p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p> | <p>• a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:</p> <ul style="list-style-type: none"> • • If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3 • If 80-99%: Score 2 • If 60-79: Score 1 • If below 60 %: Score 0 | 2 |
|---|---|---|---|

From the AWP and budget signed and stamped by the CAO on 1st August 2022, and received by the ministry of water and environment (MWE) on 9th August 2022, the following projects were planned:

1. Construction of a piped water supply system (gravity flow scheme) phase II in Ruhumuro S/C at a budget of UGX 230,195,000/=. **(Fund: both UgiFT and DWSCG).**
2. 2No., Borehole rehabilitation at a total budget of UGX 10,000,000/= in the following sub-counties: 1No., in Kayembe village, Mushonga parish, Kyamuhunga S/C; another in Ruhandagazi village, Bushenyi-Ishaka S/C.
3. Shallow wells rehabilitation at a total budget of UGX 7,500,000/= as follows:
 - a. Nkoni village, Kararo parish, **Kyeizooba S/C.**
 - b. Bwera village, Bwera parish, **Kyeizooba S/C.**
 - c. Katikamwe P/S, Katikamwe parish, **Kyabugimbi S/C.**

d. Nyamirama village,
Kainamo parish, **Ibaare
S/C.**

e. Kashogashoga HC
III, Kitwe parish,
Rwentuha T/C.

4. Rehabilitation of protected
springs at a total budget of UGX
16,500,000/=.

a. Bitooma C village,
Bitooma parish,
Bitooma T/C.

b. Obwogo village,
Rushinya parish,
Kakanju S/C.

c. Ahanjeru village,
Bumbaire parish,
Bumbaire S/C.

d. Katikamwe village,
Katikamwe parish,
Kyabugimbi S/C.

e. Migina village,
Ryeishe parish, **Ibaare
S/C.**

f. Oruhiita village,
Kahungye parish,
Nyabubaare S/C.

g. Nyabitete I village,
Nyabubare parish,
Nyabubaare S/C.

h. Ntanza II, Kashenyi
parish, **Ibaare S/C.**

i. Rugunga village,
Rutoma parish,
Rwentuha T/C.

According to the ministry MIS, the
average district access for the
current FY is 94%. Sub-county
access stands as follows:

1. Bumbaire, 95%
2. Bitooma, 95%
3. Central DIV NWSC

4. Ibaare, 95%
5. Ishaka DIV NWSC
6. Kakanju, 95%
7. Kyamuhunga TC, 95%
8. Kyabugimbi, 95%
9. Kyamuhunga, 95%
10. Kyeizooba, 95%
11. Nyakabirizi DIV NWSC
12. Nyabubaare, 95%
13. **Ruhumuro, 77%**

The total budget is UGX 264,195,000/= and only one project is planned in Ruhumuro S/C at a budget of UGX 230,195,000/= representing 87.13% of the budget.

8

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

Maximum 6 points on this performance measure

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

Evidence was availed that the DWO conducted advocacy meetings as follows:

1. Bitooma S/C advocacy meeting was held on 20th June 2022.
2. Bumaire S/C advocacy meeting was held on 15th June 2022.
3. Nkanga S/C advocacy meeting was held on 17th June 2022.
4. Kyeizooba S/C advocacy meeting was held on 16th June 2022.

However, budget allocations were not shared in these meetings. Note also that the AWP and budget for 2022/2023FY dated 1st August 2022 was approved by ministry of water and environment on 9th August 2022.

0

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

Maximum 8 points on this performance measure

a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)

There was no evidence that the DWO monitored ***each of the WSS facilities at least quarterly.***

- If 95% and above of the WSS facilities monitored quarterly: score 4

- If 80-94% of the WSS facilities monitored quarterly: score 2

- If less than 80% of the WSS facilities monitored quarterly: Score 0

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

Maximum 8 points on this performance measure

b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP.
Score 2

Evidence was availed that DWSCC meetings were held. Minutes were well-signed by the deputy CAO and the minute secretary (ADWO in charge of mobilization). DWSCC meetings were held on the following dates:

1. Quarter one DWSCC meeting was held on 23rd September 2021.
2. Quarter two DWSCC meeting was held on 14th December 2021.
3. Third quarter DWSCC meeting was held on 26th April 2022.
4. Fourth quarter DWSCC meeting was held on 22nd July 2022.

Under minute 34/2021/2022, DWSCC meeting for quarter four, the DWO reported that during monitoring they found out that WSCs for some water sources for example, Kashogashoga HCII shallow well and Akashanda gravity flow scheme had lost some members and therefore, the committees needed to be reconstructed. In the current FY AWP, establishing, training, and retraining of WSCs was budgeted for.

| | | | | |
|----|---|--|---|---|
| 9 | <p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p> | <p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p> | <p>There was evidence that the District Water Office publicized the budget allocations for the current FY to LLGs. <i>Letter dated 9th August 2022 was displayed on the district noticeboard with all water projects planned and their respective budget allocations for the current FY 2022/2023. Also, a letter dated 6th July 2022, the ADWO wrote to Ruhumuro S/C communicating the budget allocation UGX 230,195,000/= for construction of Kyabukumu GFS, phase III.</i></p> | 2 |
| 10 | <p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p> | <p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 | <p>The total NWR budget was UGX 60,448,000/= out of which mobilization activities were allocated UGX 47,048,000.00/=. This represented 77.83% of the NWR budget.</p> | 3 |

Mobilization for WSS is conducted

Maximum 6 points on this performance measure

b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.

There was evidence that the DWO and CDO established and trained WSCs for the previous FY. These were as follows:

1. WSC for Rwenyena PS borehole, Kyeizooba S/C was established and trained on 7th June 2022. All key members were appointed.
2. WSC for Kahungye borehole, Nyabubaare S/C was established and trained on 7th June 2022. All key members were appointed.
3. WSC for Nyarurambi borehole, Ibaare S/C was established and trained on 2nd June 2022. All key members were appointed.

All attendance lists were availed.

The training content that followed the ministry of water and environment guidelines included the following generally:

1. Source protection - routine slashing and removal of the bushes using slashers and hoes, etc.
2. Sustainability of the water sources which included collection of user fees to contribute to the O&M of the sources so that the functionality of the water sources is uphold
3. Hygiene and sanitation - maintaining the source clean by not littering.

Investment Management

| | | | | |
|----|--|--|---|---|
| 11 | <p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p> | <p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p> | <p>A detailed and up to date asset register was availed. <i>The asset register comprised of deep boreholes, shallow wells, piped water systems, protected springs, and latrines by type and location.</i></p> | 4 |
| 11 | <p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p> | <p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p> | <p>Evidence was provided which showed the, LG DWO, District Engineer, Senior Environment Officer conducted desk appraisals for all WSS projects for FY 2022/2023. The prioritized investments were profiled in the LG five year Development Plan III (pages, 127-227) and in the approved AWP (pages-7). The plans are eligible for expenditure under sector guidelines. The projects were appraised by, DWO, District Engineer, Senior Environment Officer and DCDO on 20/08/2022.</p> <p>The projects were.</p> <ol style="list-style-type: none"> 1. Construction of Kyabukumu GFS in Ruhumuro sub county, UGX 230,000,000. 2. Feasibility studies and Design of a gravity flow scheme in Nyakarehe Nyanga, Bitooma subcounty. UGX.30,000,000 3. Rehabilitation of different water sources in different sub counties, UGX.34,000,000. | 4 |

| | | | | |
|----|--|--|---|---|
| 11 | <p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p> | <p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p> | <p>All other applications were availed except the application for shallow well rehabilitation at Nyamirama village, Kainamo parish in Ibaare S/C.</p> <p>Note: The indicator suggested to check all application files and ensure that beneficiary communities applied for WSS investments for the current FY. Current FY projects are outlined in indicator 8(a). The application files lacked one application letter for shallow well rehabilitation at Nyamirama village, Kainamo parish in Ibaare S/C. Other applications were available.</p> | 0 |
| 11 | <p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p> | <p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p> | <p>Evidence was provided that the LG DWO, Senior Environment Officer, DCDO, District Engineer conducted field appraisal to check technical feasibility, environmental social acceptability and customized designs for Water Supply and Sanitation Services projects. The field appraisal was carried out as per reports dated 20/08/2021.</p> <p>The projects to be implemented were;</p> <p>1. Construction of protected water springs at;</p> <p>a. Rutooma village in Kyeizooba sub county</p> <p>b. Nyakatugunda village in Nkanga sub county</p> <p>c. Kimuri village in Bitooma Town Council</p> <p>d. Ryamarembo village in Kyamuhunga sub county</p> <p>e. Kyamugasha village in Kyabugimbi sub county</p> | 2 |

f. Rugoma village in Nyabubaare sub county

2. Sitting, drilling and installation of bore holes at;

a) Kabande village in Nkanga sub county

b) Kahungye village in Nyabubaare sub county

c) Kayengo village in Bitooma Town Council

d) Nyakabingo village in Kakanju sub county

e) Nyamyerande village in Ruhumuro sub county

f) Nyarurambi village in Ibaare sub county

g) Rwenyena village in Kyeizooba sub county

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2

Although all water infrastructure projects for the previous FY were screened for environmental and social risks/ impacts and ESMPs prepared before being approved for construction, costed ESMPs were not incorporated in the BOQs. The projects included;

1. Construction of protected water springs at;
 - a. Rutooma village in Kyeizooba sub county
 - b. Nyakatugunda village in Nkanga sub county
 - c. Kimuri village in Bitooma Town Council
 - d. Ryamarembo village in Kyamuhunga sub county
 - e. Kyamugasha village in Kyabugimbi sub county
 - f. Rugoma village in Nyabubaare sub county
2. Sitting, drilling and installation of bore holes at;
 - a) Kabande village in Nkanga sub county
 - b) Kahungye village in Nyabubaare sub county
 - c) Kayengo village in Bitooma Town Council
 - d) Nyakabingo village in Kakanju sub county
 - e) Nyamyerande village in Ruhumuro sub county
 - f) Nyarurambi village in Ibaare sub county
 - g) Rwenyena village in Kyeizooba sub county

| | | | | |
|----|--|--|--|---|
| 12 | <p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p> | <p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p> | <p>Water infrastructure investments were incorporated in the LG approved procurement plan FY 2021/2022 Ref.CR/105/1 page 8. These included sitting, drilling and installation of boreholes at UGX 297,503,475/=. Rehabilitation of springs, shallow wells and boreholes at UGX 38,000,000, construction of 6 protected springs in various sub-counties at UGX 27,753,600 and rehabilitation of Kayanga Gravity Flow Scheme at UGX 34,000,000/=</p> | 2 |
| 12 | <p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p> | <p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p> | <p>Water infrastructure projects were approved by contracts committee. Review of meeting minutes dated 2nd/03/2022, under minute 241/CC/2021-22 the contracts committee awarded the contract for sitting, drilling and installation of 7boreholes to M/S Flakks Technical Services Ltd at UGX 293,021,645/= The Solicitor General cleared the contract in a letter dated 30th/03/2022 Ref.DLAS/MBR/026/2022</p> <p>The construction of 6 protected springs the committee approved the contract on 18th/05/2022 under minute MIN:274/CC/2021-2022 the committee awarded the contract to M/S MWETRUST & 4P Enterprises Ltd at UGX27,728,820/=</p> <p>Rehabilitation of 23 water sources; the contracts committee in a meeting held on 29th/11/2021 under minute MIN:099/CC/2021-22 approved the award of contract to M/S MWETRUST & 4P Enterprises Ltd at UGX 29,835,120/=</p> | 2 |

| | | | | |
|----|--|--|--|----------|
| 12 | <p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p> | <p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p> | <p>The presented Project Implementation Team did not include Clerk of Works as required by the assessment indicator.</p> | 0 |
|----|--|--|--|----------|

| | | | | |
|----|--|--|---|----------|
| 12 | <p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p> | <p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p> | <p>The three (03) WSS facilities in different LLGs sampled were as follows:</p> <ol style="list-style-type: none"> 1. Nyarurambi T/C borehole in Ibaare S/C 2. Kaband P/S borehole in Nkanga S/C 3. Kahungye village borehole in Nyabubaare S/C. | 2 |
|----|--|--|---|----------|

Findings

All the three (03) WSS facilities were constructed as per the technical design specifications.

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

Maximum 14 points on this performance measure

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

There was sufficient evidence that the District Engineer, DWO, Environment and Community Development Officers supervised WSS projects monthly.

Supervision report for construction of protected springs in the district compiled by the DWO. Reports dated 10th/06/2022, 2nd/06/2022, 30th/05/2022 and 30th/06/2022

Supervision reports for rehabilitation of 23 water sources in the district dated 23rd/03/2022, 23rd/03/2022 and 20th/04/2022

Supervision report for drilling of boreholes dated 14th/06/2022. Reviewed were Environmental, Social and Climate change reports for the water projects of FY 2021/2022 including report dated 16th/05/2022.

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

Maximum 14 points on this performance measure

f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts

o If 100 % contracts paid on time: Score 2

o If not score 0

The DWO, District Engineer, CDCO, and Senior Environment verified works and initiated payments of contractors within the timeframe of 14 days.

Sample of 3 payments were.

1. Completion of upgrade of Kibazi Hc II to HC III by Mutara Works Enterprises Ltd. BUSH 506/WRKS/21-22/031. Requisitioned for funds on 13/06/2022. Certified the works on 15/06/2022. Paid on 23/06/2022 by EFT. 4447453, UGX. 127,037,451.

2. Construction of Semi Detached staff house at Ruhumuro HC III by Efkon Construction Ltd. BUSH 506/WRKS/21-22/006. Requisitioned for funds on 10/06/2022. Certified the works on 16/06/2022. Paid on 23/06/2022 by EFT. 44471485, UGX. 86,193,470.

3. Construction of Semi Detached staff house at Kibazi HC II, Kyamuhunga SC by Kamoja Enterprises Ltd. BUSH 506/WRKS/21-22/006. Requisitioned for funds on 14/02/2022. Certified the works on 28/02/2022. Paid on 21/03/2022 by EFT.42209295, UGX.25,728,584.

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

Maximum 14 points on this performance measure

g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:

Score 2, If not score 0

Water infrastructure investments had complete procurement files with all records as required by PPDA law

The sitting, drilling and installation of 7 boreholes had procurement requisition fully signed by relevant officers on 4th/01/2022. Submission to contracts committee for approval of procurement method, bid documents and evaluation team. The contracts committee approved in a meeting held on 11th/1/2022 under minute 141/CC/2021/22. Using PPDA LG

PP Form 12 evaluation report was compiled dated 2nd/03/2022 and approved under minute 214/CC/2021-22. Contract was awarded to M/S Flakks Technical Services Ltd at a contract price of UGX 293,021,645/=. Contract agreement signed between the LG and M/S Flakks Technical Services Ltd dated 1st/04/2022.

For the rehabilitation of protected springs, procurement requisition was submitted on 28th/07/2021. submission for approval of procurement method, evaluation team, advert, and bidding documents was on file. In a meeting held on 25th/10/2021 selective bidding, technical evaluation committee and methodology was approved under minute 077/CC/2021-2022. Evaluation report dated 29th/11/2021 approved by contracts committee under minute 099/cc/2021-22. Contract awarded to M/S MWETRUST & 4P Enterprises Ltd at contract price of UGX 29,835,120/=. Contract agreement signed on 15th/12/2021.

Construction of 6 protected springs had procurement requisition submitted on 27th/04/2022. Approval of submission by contracts committee for procurement method, evaluation team and bid documents on 3rd/05/2022 under minute MIN:263/CC/2021-2022. Evaluation report dated 17th/05/2022 was on file. Report was approved by contracts committee under minute MKIN274/CC/2021-2022. Contract awarded to M/S MWETRUST & 4P Enterprises at contract price of UGX 27,728,820/=. Contract agreement signed on 1st/06/2022.

| | | | | |
|----|---|---|---|---|
| 13 | 3 | <p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> | <p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p> | <p>Bushenyi DLG had a functional specific grievance redress mechanism comprising an appointed focal person and grievance redress committee, publicizing the mechanism, updated complaints log and minutes of the grievance redress committee. Despite the functionality of the grievance redress mechanism, no grievances under water had been reported the previous FY.</p> |
| | | <p><i>Maximum 3 points this performance measure</i></p> | <p>Score 3, If not score 0</p> | |
| 14 | 3 | <p>Safeguards for service delivery</p> | <p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p> | <p>The DWO and the Environment Officer had disseminated guidelines on water source & catchment protection and natural resource management to CDOs as evidenced by the minutes of the meeting held with CDOs on 09/11/2021 in which under agenda item 5 the guidelines were disseminated to the CDOs. Attached to the minutes was the attendance list of the CDOs.</p> |
| | | <p><i>Maximum 3 points on this performance measure</i></p> | <p>Score 3, If not score 0</p> | |
| 15 | 3 | <p>Safeguards in the Delivery of Investments</p> | <p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p> | <p>There was evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented as per the borehole plan dated 14/03/2022 and protected springs plan dated 25/05/2022- all approved by the CAO. A visit to the field and review of performance reports showed that the projects had been implemented as planned.</p> |
| | | <p><i>Maximum 10 points on this performance measure</i></p> | | |

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

b. Evidence that all
WSS projects are
implemented on land
where the LG has
proof of consent (e.g.
a land title,
agreement; Formal
Consent, MoUs, etc.),
without any
encumbrances:

Score 3, If not score
0

***Evidence that all WSS projects
were implemented on land
where the LG has proof of
consent was availed.*** Three (03)
consents are listed below as
evidence:

1. **Kahungye I borehole,
Kahungye parish,
Nyabubaare S/C.** Consent
dated 11th June 2022; St
Steven Church of Uganda
donated land for borehole
drilling.
2. **Kayengo cell, Kayengo P/S
borehole, Bitooma T/C.**
Consent dated 4th May
2022; Kabatengo E donated
land for construction of
Kayengo P/S borehole.
3. **Kimuri ward spring,
Bitooma T/C.** Karori Charles
donated land for spring
protection to the district on
16th July 2022.

Safeguards in the Delivery of Investments

Maximum 10 points on this performance measure

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

Score 2, If not score 0

Evidence that showed Environment and Social Safeguards Certification forms were completed and signed by the Senior Environment Officer and DCDO prior to payments of contractor invoices and certificates at interim and final stages of projects. The E & S forms were attached to the relevant payment vouchers.

The sample projects were;

1. Construction of Semi Detached staff house at Kibazi HC II, Kyamuhunga SC by Kamoja Enterprises Ltd. BUSH 506/WRKS/21-22/006. Requisitioned for funds on 14/02/2022. Certified the works on 28/02/2022. Paid on 21/03/2022 by EFT. 42209295, UGX. 25,728,584.
2. Completion of upgrade of Kibazi Hc II to HC III by Mutara Works Enterprises Ltd. BUSH 506/WRKS/21-22/031. Requisitioned for funds on 13/06/2022. Certified the works on 15/06/2022. Paid on 23/06/2022 by EFT. 4447453, UGX. 127,037,451.
3. Construction of Semi Detached staff house at Ruhumuro HC III by Efkon Construction Ltd. BUSH 506/WRKS/21-22/006. Requisitioned for funds on 10/06/2022. Certified the works on 16/06/2022. Paid on 23/06/2022 by EFT. 44471485, UGX. 86,193,470.

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There was evidence that the CDO and environment Officer undertook monitoring to ascertain compliance with ESMPs; and provided monthly reports;

Drilling and construction of a borehole at Rwenyena was monitored to ascertain compliance with ESMPs as per report dated 30/04/2022.

Construction of protected water spring at Kyamugasha was monitored to ascertain compliance with ESMPs as per report dated 30/04/2022.

Drilling and construction of a borehole at Kabande B was monitored to ascertain compliance with ESMPs as per report dated 30/04/2022.

**Micro-scale
Irrigation
Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|--|--|--|-------|
| Local Government Service Delivery Results | | | | |
| 1 | <p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p> | <p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p> | <p>As per a document titled “Report on irrigation status in the District” dated 29th July 2021, in FY 2020/2021 there was a total of 16.2 acres of land under irrigation. 7.5 acres was under micro-scale irrigation grant beneficiaries while 8.7 acres under micro-scale irrigation non-beneficiaries.</p> <p>As per another document on irrigation status in the District dated 8th July 2022, in FY 2021/2022 there was a total of 18.7 acres of land under irrigation. 10 acres was under micro-scale irrigation grant beneficiaries while 8.7 acres under micro-scale irrigation non-beneficiaries</p> | 2 |
| 1 | <p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p> | <p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 | <p>As per the document titled “Report on irrigation status in the District” dated 29th July 2021, in FY 2020/2021 there was a total of 16.2 acres of land under irrigation. Similarly, according to the document on irrigation status in the District dated 8th July 2022, in FY 2021/2022 there was a total of 18.7 acres of land under irrigation. Therefore increased acreage in newly irrigated land was 2.5, hence 15.43% increase.</p> | 2 |

| | | | | |
|---|---|--|--|---|
| 3 | <p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p> | <p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p> | <p>As per the micro-scale irrigation Budget performance report for the previous FY, total funds received was Ugx 672,875,591/-, then the 75% of the total funds received was Ugx 504,656,693/-. Since only one farmer (Nabaasa Deborah) co-funded for micro-scale irrigation equipment so the LG only used Ugx 29,338,567/- for procurement, installation of one irrigation equipment and training the farmer during previous FY.</p> | 2 |
| 3 | <p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p> | <p>b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0</p> | <p>Bushenyi LG provided evidence the approved farmers signed Acceptance Forms confirming that equipment were working well, before the LG made payments to the suppliers</p> <p>The suppliers were.</p> <ol style="list-style-type: none"> 1. Supply and Installation of Irrigation System at Ms Nabasa Doborah's farm in Nshozi cell by Kaftech Investments Ltd. BUSH506/WRKS/21-22/036 Lot 6. Requisitioned on 17/06/2022. Certified on 20/06/2022. Paid on 29/06/2022 by EFT. No. 44581018, UGX.13, 216,000. 2. Supply and Installation of Solar Irrigation Pumps for Two Demo Sites by Charm Partners Ltd. BUSH506/WRKS/21-22/044. Requisitioned on 16/06/2022. Certified on 18/06/2022. Paid on 24/06/2022 by EFT. No. 44537388, UGX.18,054,000. | 1 |

| | | | | |
|---|---|--|--|---|
| 3 | <p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p> | <p>Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0</p> | <p>Only one farmer (Nabaasa Deborah) co-funded for micro-scale irrigation equipment, therefore as per the supplier contracts and quotes, and as per the Agricultural engineers cost estimates, the cost of installing the irrigation equipment was as follows; Agricultural engineer's cost = 15,200,000/- and supplier's cost = 13,911,600/-, the percentage variation in the contract price = +8.5%.</p> | 1 |
| 3 | <p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p> | <p>d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 | <p>Only one farmer (Nabaasa Deborah) co-funded for micro-scale irrigation equipment, therefore as per the budget performance report for micro-scale irrigation program FY 2021/2022, and also as per the payment certificate dated 17th June 2022, the installation of the irrigation equipment at Nabaasa Deborah site was completed during last FY.</p> | 2 |
| 4 | <p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p> | <p>a) Evidence that the LG has recruited LLG extension workers as per staffing structure</p> <ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 | <p>The LG approved structure and staff establishment of 10th June, 2017 (MSD 135/306/01 Vol. 47), had a total of 54 Extension workers for the 9 Lower Local Government facilities. However, the LG has a total of 26 Extension workers (Ref. Bushenyi District Staffing Levels as at 09/5/2022 and Bushenyi DLG Agricultural Extension Staff and Support staff as on 31/11/2022) making a 48% recruitment.</p> | 0 |

| | | | | |
|---|--|---|--|---|
| 4 | <p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p> | <p>b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF</p> <ul style="list-style-type: none"> • If 100% score 2 or else score 0 | <p>Only one farmer (Nabaasa Deborah) co-funded for micro-scale irrigation equipment, therefore the inventory of the installed micro-scale irrigation equipment was: 1) Solar surface pump, model JSPL003/HF245, power rating = 0.5Hp, flow rate = 45liters/min, Head = 40 meters. 2) Solar panel 3) Hydrants, 12". 4) Water tank (10,000 liters). 4) HDPE pipe (PNG 1.5"). 5) Flexible hose (1.5", 30 meters), hence the installed equipment conforms to the technical designs and the inventory (list of irrigation equipment or items)</p> | 2 |
| 4 | <p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p> | <p>b) Evidence that the installed micro-scale irrigation systems during last FY are functional</p> <ul style="list-style-type: none"> • If 100% are functional score 2 or else score 0 | <p>Only one farmer (Nabaasa Deborah) co-funded for micro-scale irrigation equipment, therefore the installed irrigation equipment has 8 hydrants (drag hose pipe kit). The irrigation system was switched on and water was supplied in the garden, field photos captured at the time of assessment.</p> | 2 |

Performance Reporting and Performance Improvement

Accuracy of reported information: The LG has reported accurate information

Maximum score 4

a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0

There was evidence that information of extension workers deployed in the 2 sub counties and the town council was not accurate.

1. Kizinda Town Council list had Muhwezi David the Assistant Agriculture Officer and Byamukama Justus Assistant Veterinary Officer and these were in position. However, the list from the headquarter had Muhwezi David as the only extension worker for Kizinda T/C

2. Nyabubare Sub county had Muhabwe Edgar the Agriculture Officer but sharing Byamukama Justus the Assistant Veterinary Officer with Kizinda Town Council. The name appears on both lists. However, the head quarter list had Muhwezi Edgar as the only extension worker for the S/C.

3. Ibaare Sub country had Atuhaire Judith an Agriculture officer and Nuwagira Nelson as Assistant Veterinary officer. The headquarter list had Byamukama Justus as the only extension worker for Ibaare

| | | | | |
|---|---|---|--|---|
| 5 | <p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p> | <p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p> | <p>Only one farmer (Nabaasa Deborah) co-funded for micro-scale irrigation equipment, therefore the key information obtained from the installed irrigation equipment was: 500 watt solar panel (1 unit); 5,000 liters water tank (2 units), Solar surface pump, model JSPL003/HF245 (1 unit), Hydrants, 12" (8 units), HDPE pipe (PNG 1.5"), Flexible hose (1.5", 30 meters). These key features conforms to the technical designs and inventory, it is confirmed from the site that all the 8 hydrants do supply water accurately and field photos captured.</p> | 2 |
| 6 | <p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p> | <p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p> | <p>There was no information collected quarterly on newly irrigated land and functionality of irrigation equipment installed because the LG installed the irrigation equipment towards the end of the previous FY (May 2022)</p> | 0 |
| 6 | <p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p> | <p>b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0</p> | <p>MIS/Irritrack information contains awareness raising events on micro-scale irrigation having 6,642 attendees, 676 farmer Expression of Interests (EOIs) submitted, 308 farm visits were made at the time of assessment.</p> | 1 |

Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans

Maximum score 6

c.Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0

The compiled information on LLGs in MIS was captured in the following sub-grant quarterly reports. Q1 report dated 13th October 2021, 392 EOIs submitted and 331 successful, 151 farm visits made and 121 were successful, then 116 farmers got approved for equipment, awareness raising received by 221 attendees. Q2 report dated 6th January 2022, 542 EOIs submitted and 446 successful, 157 farm visits made and 126 were successful, then 127 farmers got approved for equipment (eligible farmers), awareness raising received by 4,752 attendees. Q3 report dated 13th April 2022, 592 EOIs submitted and 482 successful, 192 farm visits made and 157 were successful and also 157 eligible farmers.

Q4 report dated 30th July 2022, 612 EOIs submitted and 495 successful, 257 farm visits made and 206 were successful and 28 farm visits were on-going and also 206 farmers were eligible .There were 116 approved farmers, but 57 were selected to benefit during FY 2021/2022. 6 proceeded to sign contract but only 1 contract was executed to completion.

| | | | | |
|---|---|--|--|---|
| 6 | Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans | d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0 | Development and approval of Performance Improvement Plans for the lowest performing LLGs was not done during FY 2021/2022. | 0 |
| | Maximum score 6 | | | |

| | | | | |
|---|---|--|--|---|
| 6 | Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans | ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0 | Implementation of Performance Improvement Plans for the lowest performing LLGs was not done during FY 2021/2022. | 0 |
| | Maximum score 6 | | | |

Human Resource Management and Development

| | | | | |
|---|---|---|--|---|
| 7 | Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines | a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0 | As per the approved Budget estimates for production Department FY 2022/2023, Vote 824, there was Ugx 865,064,000/- allocated for the wages of full positions for extension staffs at various LLGs. | 1 |
| | Maximum score 6 | | | |

| | | | | |
|---|---|---|--|---|
| 7 | <p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p> | <p>ii Deployed extension workers as per guidelines score 1 or else 0</p> | <p>As per the production Department deployment register pinned on notice board, deployment of extension workers was as follows; 11 Agricultural Officers, 06 Assistant Agricultural Officers, 02 Assistant Animal Husbandry Officers, 1 Senior Assistant Animal Husbandry Officer, 2 Veterinary Officers, 7 Assistant Veterinary Officers, and 3 Assistant Fisheries Officers. Therefore 32 extension staffs were deployed at 19 LLGs, hence the deployment is inadequate as per the guidelines.</p> | 0 |
| 7 | <p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p> | <p>b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0</p> | <p>The available evidence showed that extension workers were not working in LLGs where they were deployed according to the staff and the deployment list from the HR department. For example, the list from the Head Quarter shows that Byamukama Justus Assistant Veterinary Officer was deployed to Ibaare S/C but his name is not on the staff list of Ibaare S/C. instead, the name appears on the staff list of Kizinda T/C and Nyabubare S/C.</p> | 0 |
| 7 | <p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p> | <p>c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0</p> | <p>There was no evidence of publicizing of extension workers in the LLGs on notice boards in sub counties.</p> | 0 |

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

Maximum score 4

a) Evidence that the District Production Coordinator has:

i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0

There was evidence that the available extension workers were appraised by the District Production officer for the previous FY and copies were submitted to HRO. A sample of 10 appraisal files for extension workers was reviewed as follows;

1. Tukahirwa Gloria an Agriculture Officer was appraised on 30/6/2022.
2. Kaguma Benjamin an Assistant Animal Husbandry officer was appraised on 5/07/2022.
3. Mujurizi Pascal Bangana an Assistant Veterinary Officer was appraised on 30/06/2022.
4. Kishaija Noel an Agriculture Officer was appraised on 30/06/2022.
5. Nganda Ponsiano a Veterinary Officer was appraised on 30/06/2022.
6. Asasira Viola an Agriculture officer was appraised on 30/06/2022.
7. Arinaitwe James an Assistant Agriculture Officer was appraised on 30/06/2022.
8. Muhwezi David an Assistant agriculture Officer was appraised on 30/06/2022.
9. Rubangariho Nicholas an Assistant Veterinary Officer was appraised on 30/06/2022.
10. Mulondo Charles an Assistant Fisheries Officer was appraised on 1/07/2022.

| | | | | |
|---|---|--|---|---|
| 8 | <p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p> | <p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p> | <p>There was evidence that corrective action was taken for extension workers arising out of their appraisal reports. The DPO appraised, took corrective action and trained extension workers. This was evidence in a letter dated 9/08/2022. The LG planned for the Agriculture Officers to pursue short courses in value addition and management skills, pesticide safe use and technical training on conducting a plant clinic session. The Veterinary Officers lacked skills in Artificial Insemination and the plan was to have skills training in artificial insemination. (Performance improvement plan 2022/2023</p> | 1 |
| 8 | <p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p> | <p>b) Evidence that:</p> <p>i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0</p> | <p>Bushenyi DLG had planned and trained 32 extension staffs on techniques of improving milk production, these techniques included proper feed selection and feeding, effective pest and disease control methods etc. This was as per the report dated 18th October 2021.</p> | 1 |
| 8 | <p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p> | <p>ii Evidence that training activities were documented in the training database: Score 1 or else 0</p> | <p>There was no staff training database availed at the time of assessment.</p> | 0 |

Management, Monitoring and Supervision of Services.

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

Maximum score 10

a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0

The LG appropriately allocated the micro scale irrigation grant of UGX.672,875,591.

i) Capital Development - 75%, UGX.504,656,693.

II) Complimentary services, 25%, UGX. 168,218,898.

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

Maximum score 10

b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0

The LG evidence provided showed budget allocations were made towards complementary services in line with the sector guidelines as follows.

25% Complimentary

25%-Enhancing local / Government capacity, UGX.42,054,421

-75%-Enhancing farmer capacity, UGX. 126,164,173.

25% Enhancing local/Government capacity

15%-Awareness of local leaders, UGX.25,232,835

10%-Procurement, monitoring and supervision, UGX.16,821,890.

75%-Enhancing Farmer Capacity

20%-Awareness, UGX. 33,643,779

20%-Farm visits, UGX.33,643,779

10%-Demonstrations, UGX.16,821,889

25%- Farmer field schools, UGX.42, 054,726.

| | | | | |
|------------------|---|--|--|---|
| 9 | <p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> | <p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p> | <p>Evidence that the co-funding was reflected in the LG Budget and allocated as per guidelines.</p> | 2 |
| Maximum score 10 | | | | |
| 9 | <p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> | <p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p> | <p>The LG used the farmer co-funding following the same rules applicable to the micro scale irrigation grant as per reports and payment vouchers on 6th December 2022. Payment was for Nabaasa Deborah. Farmer unique nu. BUS/2020-05-28/F/26373.</p> | 2 |
| Maximum score 10 | | | | |
| 9 | <p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> | <p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p> | <p>As per the minutes of a meeting dated 15th September 2021, LG did awareness creation on micro-scale irrigation including information dissemination on the use of farmer co-funding (cost sharing of the irrigation equipment). The use of co-funding was to give a financial assistance to the interested farmers who had interest for micro-scale irrigation. However the assistance was not 100% but as follows: for solar powered irrigation systems farmers contribute 25% of the total cost per acre while for engine powered irrigation systems the farmer contributes 75%.</p> | 2 |
| Maximum score 10 | | | | |

| | | | | |
|----|--|---|--|---|
| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p> | <p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 | <p>As per the micro-scale irrigation demonstration sites monitoring and supervision reports dated: 5th August 2021 (for July); 6th September 2021 (for August); 11th October 2021 (for September); 11th November 2021 (for October); 9th December 2021 (for November); 13th January 2022 (for December); 13th February 2022 (for January); 7th March 2022 (for February); 8th April 2022 (for March); 8th May 2022 (for April); 8th June 2022 (for May) and 12th July 2022 (for June), there was monthly monitoring and supervision of all the micro-scale irrigation sites.</p> | 2 |
| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p> | <p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p> | <p>As per the report dated 7th July 2022, LG did oversee training on irrigation equipment servicing and maintenance by supplier (Kaftech Investments Ltd) to the approved host farmer (Nabaasa Deborah) during warranty period.</p> | 2 |
| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p> | <p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p> | <p>16 extension staffs (Agricultural Officers and Assistant Agricultural Officers) received hands on support on awareness creation on micro-scale irrigation, key requirements for irrigation, determining site suitability for irrigation etc. the support was provided by DPO, DAO, and SAO during farm visits as per a report dated 2nd August 2021</p> | 2 |

| | | | | |
|----|--|--|--|---|
| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p> | <p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p> | <p>As per a report on operationalization of farmer field schools in the District, dated 15th July 2022, farmer field schools were established and run at the three micro-scale irrigation demonstration sites (Bangizi Jackson site, Ayerekire Anna site and Kabangira Elias site).</p> | 2 |
| 11 | <p>Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.</p> <p>Maximum score 4</p> | <p>a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0</p> | <p>A radio talk show report dated 22th September 2021 indicated that LG mobilized and sensitized farmers as per the micro-scale irrigation guidelines, some of the key content delivered included; micro-scale irrigation program objectives, enrolling for the program (voluntary), expression of interest, farm visits by LG staff to assess sites suitable for micro-scale irrigation etc.</p> <p>Also the micro-scale irrigation demonstration sites (Bangizi Jackson site, Ayerekire Anna site and Kabangira Elias site) were used to offer sensitization to farmers as evidenced by a report titled “Farmer field days conducted at the demonstration sites for micro-scale irrigation’ dated 22nd September 2022.</p> | 2 |
| 11 | <p>Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.</p> <p>Maximum score 4</p> | <p>b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0</p> | <p>As per a report dated 29th October 2021 titled “Sensitization meeting on micro-scale irrigation program for District stakeholders”, indicated that District council members, RDC, CFO, and also LCs attended the meeting that was facilitated by DAO and SAE.</p> | 2 |

Investment Management

| | | | | |
|-----------------|---|--|--|---|
| 12 | 2 | <p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> | <p>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p> | <p>Only one farmer (Nabaasa Deborah) co-funded for micro-scale irrigation equipment, therefore an updated register of micro-scale irrigation equipment installed at Nabaasa Deborah site was availed, key information included: 500 watt solar panel (1 unit); 5,000 liters plastic water tank (2 units); Solar surface pump model JSPL003/HF245, 0.5Hp, flow rate = 45liters/min, Head = 40 meters (1 unit); Hydrants, 12" (8 units); HDPE pipe (PNG 1.5"); Flexible hose (1.5", 30 meters).</p> |
| Maximum score 8 | | | | |
| 12 | 2 | <p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> | <p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p> | <p>Up-to-date database of applications for EOIs for current and previous FYs were accessed from the MIS. At the time of assessment there were 676 EOIs submitted and captured in the data base, screen shot for MIS on EOIs was captured. Hard copies of applications for EOIs from farmers were availed.</p> |
| Maximum score 8 | | | | |
| 12 | 2 | <p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> | <p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p> | <p>As per the Micro-scale irrigation sub-grant quarterly report dated 30th July 2022, 612 EOIs were submitted and 495 were successful, 257 farm visits were made and 206 were successful and 28 farm visits were on-going, 6 farmers agreed to proceed for quotation forms but only 1 contract was executed to completion at the time of assessment.</p> |
| Maximum score 8 | | | | |

| | | | | |
|----|--|---|---|---|
| 12 | <p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> | <p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p> | <p>There was no evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards</p> | 0 |
| | <p>Maximum score 8</p> | | | |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> | <p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p> | <p>Review of the updated procurement plan 2021/2022 dated 13th/07/2022 Ref. CR/105/1 page 11 supply of micro-scale irrigation kits for farmers under small scale irrigation project with a budget of UGX 894,875,591/= was captured.</p> | 1 |
| | <p>Maximum score 18</p> | | | |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> | <p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p> | <p>On file was evidence of printed e-mails sent to M/S Adritex Uganda Ltd, Davis and Shurtliff, Associated Design and Build Engineers Ltd, Kaftech Investments and Sprinktech inviting the firms to bid. The listed contacted equipment suppliers were among the shortlisted firms as per MAAIF letter addressed to LG dated 25th/05/2021 Ref, FAD F50/181/02</p> | 2 |
| | <p>Maximum score 18</p> | | | |

| | | | | |
|----|---|--|--|---|
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p> | <p>Review of contracts committee minutes for meeting held on 13th/04/2022 under minute 244(e)/CC/2021-2022 the contracts committee approved evaluation report for design, supply and installation of micro-irrigation system in Bushenyi DLG phase II lot 6- Nabasa Deborah, contract awarded to M/S Kaftech Investments Ltd with contract price of UGX 13,911,600/=</p> | 2 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p> | <p>The contracts committee meeting held on 23rd/02/2022 under minute number MIN:196/CC/2021-2022. The committee approved selective bidding, shortlisted equipment suppliers, evaluation team and methodology for design, supply and installation of Micro-Scale Irrigation system in Bushenyi Phase II Lot 1-Lot 40.</p> | 1 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0</p> | <p>The LG signed with M/S Kaftech Investments Ltd (contract price 13,911,600/=) The contract attracted only one bidder. The equipment supplier was within the set reserve price (upper and lower limit) However, there was no evidence of farmer appending signature on the signed contract between the LG and M/S Kaftech Investments Ltd as required.</p> | 0 |

| | | | | |
|----|---|--|--|---|
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0</p> | <p>The irrigation equipment installed at Nabaasa Deborah's site has the following key features (parameters): 500 watt solar panel (1 unit); 5,000 liters plastic water tank (2 units); Solar surface pump 0.5Hp, flow rate = 45liters/min, Head = 40 meters (1 unit); Hydrants, 12" (8 units); Flexible hose (1.5", 30 meters). Those system parameters were in line with the design generated from Irritrack App by the Senior Agricultural Engineer.</p> | 2 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0</p> | <p>According to the monitoring reports on micro-scale irrigation demonstration sites dated 31st January 2022, 14th April 2022 and 21st July 2022, there was regular monitoring of irrigation demonstration sites (Bangizi Jackson site, Ayerekire Anna site and Kabangira Elias site), Visitor books were signed by the Agricultural Engineer.</p> | 2 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>h) Evidence that the LG has overseen the irrigation equipment supplier during:</p> <p>i. Testing the functionality of the installed equipment: Score 1 or else 0</p> | <p>As per the Micro-scale irrigation sub-grant quarterly report dated 30th July 2022, LG oversaw the supply, installation and testing of the irrigation equipment supplied to Nabaasa Deborah as a result of co-funding.</p> | 1 |

| | | | | |
|----|---|--|--|---|
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0</p> | <p>Micro-scale irrigation sub-grant quarterly report dated 30th July 2022, indicated that LG did oversee the hand over of the irrigation equipment to Nabaasa Deborah who did co-funding for the equipment.</p> | 1 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0</p> | <p>Evidence showed LG made payment to the supplier subject to the presence of the Approved farmer's signed acceptance forms, but the payments were not within the specified timeframe of 14 days.</p> <p>Sample of payments were.</p> <p>Supply and Installation of Irrigation System at Ms Nabasa Doborah's farm in Nshozi cell by Kaftech Investments Ltd. BUSH506/WRKS/21-22/036 Lot 6. Requisitioned on 17/06/2022. Certified on 20/06/2022. Paid on 29/06/2022 by EFT. No. 44581018, UGX.13, 216,000.</p> <p>2. Supply and Installation of Solar Irrigation Pumps for Two Demo Sites by Charm Partners Ltd. BUSH506/WRKS/21-22/044. Requisitioned on 16/06/2022. Certified on 18/06/2022. Paid on 24/06/2022 by EFT. No. 44537388, UGX.18,054,000.</p> <p>However, payment to suppliers were not effected within the 14 days limit.</p> | 0 |

Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines

Maximum score 18

j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0

The LG only managed to have one farmer (M/S Nabasa Deborah) that enrolled for Micro-irrigation. It was evident this particular procurement had a complete file.

Procurement requisition fully signed by relevant officers on 1st/02/2022. Approval of procurement method done by the contracts committee in a meeting held on 23rd/02/2022 under minute 196/CC/2021/2022. (Selective bidding and shortlisted firms were approved)

Evaluation report dated 7th/4/2022 and approved on 13th/04/2022 was on file. The evaluation report was approved by the contracts committee under minute number 244(e)/CC/2021/2022 recommending contract award to M/S Kaftech Investments Ltd.

Contract Agreement was signed between Bushenyi District LG and M/S Kaftech Investments Ltd at a contract sum of UGX 13,911,600/=

Environment and Social Safeguards

Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework

Maximum score 6

a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0

LG displayed on the District notice board the grievance redress mechanism, which indicated clearly the channels through which grievances can be reported, handled and feedback provided.

| | | | | |
|-----------------|--|---|---|---|
| 14 | <p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> | <p>b) Micro-scale irrigation grievances have been:</p> <p>i). Recorded score 1 or else 0</p> <p>ii). Investigated score 1 or else 0</p> <p>iii). Responded to score 1 or else 0</p> <p>iv). Reported on in line with LG grievance redress framework score 1 or else 0</p> | <p>Bushenyi DLG had a functional grievance redress mechanism and had publicized the mechanism, however, no grievance under micro scale irrigation was recorded for the previous FY.</p> | 1 |
| Maximum score 6 | | | | |
| 14 | <p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> | <p>b) Micro-scale irrigation grievances have been:</p> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p> | <p>Bushenyi DLG had a functional grievance redress mechanism and had publicized the mechanism, however, no grievance under micro scale irrigation was investigated for the previous FY.</p> | 1 |
| Maximum score 6 | | | | |
| 14 | <p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> | <p>b) Micro-scale irrigation grievances have been:</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p> | <p>Bushenyi DLG had a functional grievance redress mechanism and had publicized the mechanism, however, no grievance under micro scale irrigation was responded to for the previous FY.</p> | 1 |
| Maximum score 6 | | | | |

| | | | | |
|----|---|---|--|---|
| 14 | <p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p> | <p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p> | <p>Bushenyi DLG had a functional grievance redress mechanism and had publicized the mechanism, however, no grievance under micro scale irrigation was reported on for the previous FY.</p> | 1 |
|----|---|---|--|---|

Environment and Social Requirements

| | | | | |
|----|---|--|---|---|
| 15 | <p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p> | <p>a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p> <p>score 2 or else 0</p> | <p>As per a document titled “Inclusion of responsible use and handling of pesticides in our routine extension activities” dated 5th August 2021, DLG was just notifying LLG extension officers to start disseminating information on proper handling of pesticides during their routine activities. So it was not clear that the LG had disseminated micro-scale irrigation guidelines on proper use of agro-chemicals and safe disposal of chemical waste containers during previous FY.</p> | 0 |
|----|---|--|---|---|

| | | | | |
|----|--|--|---|---|
| 15 | Safeguards in the delivery of investments Maximum score 6 | <p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p> | While Environmental, Social and Climate Change screening was carried out for installation of horse pipe irrigation at Nabasa Deborah's farm on 20/05/2022 , costed ESMP was not incorporated into the BoQs. | 0 |
| 15 | Safeguards in the delivery of investments Maximum score 6 | <p>ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0</p> | There was no evidence that monitoring for irrigation impact on Deborah Nabasa's horse pipe irrigation farm. | 0 |
| 15 | Safeguards in the delivery of investments Maximum score 6 | <p>iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0</p> | There was no evidence that E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices. | 0 |

15

0

Safeguards in the
delivery of investments

Maximum score 6

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

There was no evidence that E&S
Certification forms were
completed and signed by
Environmental Officer prior to
payments of contractor invoices.

**Micro-scale Irrigation
Minimum Conditions**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|---|---|---|--------------|
| Human Resource Management and Development | | | | |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p> | <p>If the LG has recruited;</p> <p>a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p> | <p>The LG substantively appointed Tibesigwa Freddie as Senior Agriculture Engineer under Min No.37/2018 (1) in a letter dated 12/011/2018.</p> | 70 |
| Environment and Social Requirements | | | | |
| 2 | <p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p> | <p>If the LG:</p> <p>Carried out Environmental, Social and Climate Change screening score 30 or else 0.</p> | <p>There was evidence that Bushenyi DLG carried out Environmental, Social and Climate Change screening as noted below;</p> <p>Installation of horse pipe irrigation at Nabasa Deborah's farm was screened on 20/05/2022 with ESMPs prepared on 16/06/2022</p> | 30 |

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|--|---|--|-----------|
| Human Resource Management and Development | | | | |
| 1 | New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i> | a. 1 Civil Engineer (Water), score 15 or else 0. | The LG substantively appointed Kahangye Victor as Senior Civil Engineer (Water) under Min No.31/2022 (1) in a letter dated 19/05/2022. | 15 |
| 1 | New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i> | b. 1 Assistant Water Officer for mobilization, score 10 or else 0. | The LG approved structure doesn't provide for Assistant water officer for mobilization. | 0 |
| 1 | New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i> | c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0. | The LG substantively appointed Aineamatsiko Ackson as Assistant Engineering Officer (Water) under Min No.24/2018 (11) in a letter dated 2/07/2018. | 10 |
| 1 | New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i> | d. 1 Natural Resources Officer, score 15 or else 0. | The LG substantively appointed Mugenyi Cyril District Natural Resources Officer under Min No.62/2005 (1) in a letter dated 26/08/2009, Ref CR/156/4/1. | 15 |

| | | | | |
|---|---|--|--|-----------|
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.</p> <p><i>Maximum score is 70</i></p> | <p>e. 1 Environment Officer, score 10 or else 0.</p> | <p>The LG substantively appointed Mwesigwa Charles Environment Officer under Min No.34/2021 (3) in a letter dated 2/06/2021.</p> | 10 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.</p> <p><i>Maximum score is 70</i></p> | <p>f. Forestry Officer, score 10 or else 0.</p> | <p>The LG substantively appointed Atwebembeire Micheal as Forestry Officer under Min No.29/2019 (19) in a letter dated 5/03/2020</p> | 10 |

Environment and Social Requirements

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

If the LG:

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

There was evidence that Environmental, Social and Climate Change screening for water infrastructure projects was carried out as thus;

Drilling and construction of a borehole at Rwenyena was screened on 16/05/2021 with ESMP prepared on 26/06/2022.

Construction of protected water spring at Kyamugasha was screened on 16/05/2021 with ESMP prepared on 26/06/2021.

Drilling and construction of a borehole at Kabande B was screened on 16/05/2021 with ESMP prepared on 26/06/2021.

| | | | | |
|---|--|---|--|-----------|
| 2 | <p>Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p> | <p>b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.</p> | <p>The projects implemented under water didnot qualify undergoing an Environment and Social Impact Assessment. These included; Drilling and construction of a borehole at Rwenyena, construction of protected water spring at Kyamugasha and drilling and construction of a borehole at Kabande B.</p> | 10 |
| 2 | <p>Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects</p> | <p>c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.</p> | <p>For the previous financial year, Bushenyi DLG did not implement any piped water system.</p> | 10 |

**Health Minimum
Conditions**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|--|--|---|--------------|
| Human Resource Management and Development | | | | |
| 1 | New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i> | a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0. | The LG substantively appointed Mwesigye Edward as District Health Officer under Min No.41/2012 (41.7) in a letter dated 25/09/2012. | 10 |
| 1 | New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i> | b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0 | The LG substantively appointed Nuwamanya Tayebwa Eliab as Assistant DHO Maternal, Child Health and Nursing under Min No.55/2013 (1) in a letter dated 30/12/2013. | 10 |
| 1 | New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i> | c. Assistant District Health Officer Environmental Health, score 10 or else 0. | The LG substantively appointed Tushabe Gregory as Assistant District Health Officer under Min No.26/2017 (2) in a letter dated 1/12/2017 | 10 |

| | | | | |
|---|---|--|---|----|
| 1 | <p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p> | <p>d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.</p> | <p>The LG substantively appointed Kataate Vincent as Senior Environment Officer under Min No.26/2017 (6) in a letter dated 1/12/2017, Ref CR/160/1.</p> | 10 |
| 1 | <p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p> | <p>e. Senior Health Educator, score 10 or else 0.</p> | <p>This position was reported vacant at the time of this assessment</p> | 0 |
| 1 | <p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p> | <p>f. Biostatistician, score 10 or 0.</p> | <p>The LG substantively appointed Nimukama Anthony as a Biostatistician under Min No.64/2009 in a letter dated 14/10/2009.</p> | 10 |
| 1 | <p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p> | <p>g. District Cold Chain Technician, score 10 or else 0.</p> | <p>The LG substantively appointed Muganzi Saul as District Cold Chain Technician under Min No.18/2018 (1) in a letter dated 2/07/2018.</p> | 10 |

1

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

h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.

Applicable to MCs only.

Maximum score is 70

1

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

i. Principal Health Inspector, score 20 or else 0.

Applicable to MCs only.

Maximum score is 70

1

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

j. Health Educator, score 20 or else 0

Applicable to MCs only.

Maximum score is 70

Environment and Social Requirements

| | | | | |
|---|---|---|--|-----------|
| 2 | <p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p> | <p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p> | <p>There was evidence that Environmental, Social and Climate Change screening was carried out for all Health projects for the previous FY;</p> <p>Construction of staff house at Kakanju HCIII was screened on 16/05/2021 with ESMP costed at UGX: 1,376,000 dated 26/06/2021.</p> <p>Construction of staff house at Ruhumuro HC III was screened on 16/05/2021 with ESMP costed at UGX: 3,040,000 dated 26/06/2021.</p> <p>Construction of 2 latrines at Ryeishe HC III was screened on 16/05/2021 with ESMP costed at UGX: 705,000 dated 26/06/2021.</p> | 15 |
| 2 | <p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p>Maximum score is 30</p> | <p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p> | <p>The projects implemented under Health did not qualify undergoing an Environment and Social Impact Assessment. The projects included; Construction of staff house at Kakanju HCIII, construction of staff house at Ruhumuro HC III and construction of 2 latrines at Ryeishe HC III.</p> | 15 |

**Education Minimum
Conditions**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|---|---|---|--------------|
| Human Resource Management and Development | | | | |
| 1 | New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. | a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0 | The LG substantively appointed Rwampororo Saul District as Education Officer under Min No.22/2013 (1) in a letter dated 12/04/2013. | 30 |

The Maximum Score of 70

New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.

The Maximum Score of 70

b) All District/Municipal Inspector of Schools, score 40 or else 0.

The LG has 1 Principal Inspector of Schools, 1 Senior Inspector of Schools and 5 Inspectors of Schools.

There was evidence that the LG substantively appointed the Inspectors of Schools as follows:

1. Ahabwe Bwengye Williams - Principal Inspector of Schools appointed under Min No. 37/2018 (3) in a letter dated 12/11/2018.

2. Mbaasa Micheal Matiga - Senior Inspector of Schools appointed under Min No. 33/2019 (2) in a letter dated 16/05/2019.

3. Mawazo John -Inspector of Schools appointed under Min No. 54.5/2022 (1) in a letter dated 4/08/2022.

4. Rutafa Moses -Inspector of Schools appointed under Min No. 54/2022 (3) in a letter dated 4/08/2022.

5. Kategaya Jackson - Inspector of Schools appointed under Min No. 54/2022 (2) in a letter dated 4/08/2022.

6. Turyamureeba Donath - Inspector of Schools appointed under Min No. 54/2022 (1) in a letter dated 4/08/2022.

7. Kyogabirwe Olive Biremire - Inspector of Schools appointed under Min No. 54/2022 (4) in a letter dated 4/08/2022.

| | | | | |
|---|--|--|--|----|
| 2 | <p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> | <p>If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p> | <p>Bushenyi DLG carried out Environmental, Social and Climate Change screening for all education projects; Construction of 2 classroom block at Swazi primary school was screened on 16/05/2021 with ESMPs costed at UGX: 3,538,714 on 26/05/2021. Construction of staff house at Kihungye primary school was screened on 16/05/2021 with ESMPs costed at UGX: 3,538,714 on 26/05/2021. Construction of staff house at Kihire primary school was screened on 16/05/2021 with ESMPs costed at UGX: 510,000 on 26/05/2021.</p> | 15 |
| | <p>The Maximum score is 30</p> | | | |
| 2 | <p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> | <p>If the LG carried out: b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p> | <p>The projects implemented under Education did not qualify undergoing an Environment and Social Impact Assessment. The projects included; Construction of 2 classroom block at Swazi primary school ,construction of staff house at Kihungye primary school and construction of staff house at Kihire primary school .</p> | 15 |
| | <p>The Maximum score is 30</p> | | | |

**Crosscutting Minimum
Conditions**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|---|---|---|--------------|
| Human Resource Management and Development | | | | |
| 1 | New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37. | a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0 | The LG substantively appointed Mbamanyire Medard as Chief Finance Officer under Min No.2/2019 (1) in a letter dated 15/03/2019, Ref CR/160/1. | 3 |
| 1 | New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37. | b. District Planner/Senior Planner, score 3 or else 0 | The LG substantively appointed Bamusiime Dickson as District Planner under Min No.29/2021 (1) in a letter dated 24th/06/201, Ref CR/D/160/1. | 3 |
| 1 | New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37. | c. District Engineer/Principal Engineer, score 3 or else 0 | The LG substantively appointed Mbonimpa Barnabas as District Engineer under Min No.55/2003 (1) in a letter dated 23rd/12/2003, Ref CR/160/1. | 3 |

| | | | | |
|---|--|--|---|---|
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0</p> | <p>The LG substantively appointed Mugenyi Cyril as District Natural Resources Officer under Min No.62/2005 (1) in a letter dated 26/08/2009, Ref CR/156/4/1.</p> | 3 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>e. District Production Officer/Senior Veterinary Officer, score 3 or else 0</p> | <p>The LG substantively appointed Tumuhimbise Gordon as District Production and Marketing Officer under Min No.25/2018 (1) in a letter dated 2/07/2018, Ref CR/156/5/2.</p> | 3 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>f. District Community Development Officer/Principal CDO, score 3 or else 0</p> | <p>The LG substantively appointed Muhanguzi Basil as District Community Development Officer under Min No.20/2019 (1) in a letter dated 24/04/2019, Ref CR/160/1.</p> | 3 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0</p> | <p>The LG substantively appointed Mutahunga Vincent as District Commercial Officer under Min No.62/2022 (1) in a letter dated 19/09/2022, Ref CR/156/5/2.</p> | 3 |

| | | | | |
|---|--|--|---|---|
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.</p> | <p>The LG substantively appointed Besize Albert as Senior Procurement Officer under Min No.32/2009 (1) in a letter dated 6/03/2009, Ref CR/156/4/1</p> | 2 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0</p> | <p>The LG substantively appointed Nyebirweki Asanansi as Procurement Officer under Min No.24/2018 (1) in a letter dated 3/07/2018, Ref CR/156//1.</p> | 2 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>i. Principal Human Resource Officer, score 2 or else 0</p> | <p>The LG substantively appointed Nakayenga Pauline as Principal Personnel Officer (PHRO) under Min No.28/2008 (1) in a letter dated 7/04/2008, Ref CR/160/1.</p> | 2 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>j. A Senior Environment Officer, score 2 or else 0</p> | <p>The LG substantively appointed Kataate Vincent as Senior Environment Officer under Min No.26/2017 (6) in a letter dated 1/12/2017, Ref CR/160/1.</p> | 2 |

| | | | | |
|---|--|--|--|---|
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p> | <p>The LG substantively appointed Nasasira Alfa as Senior Land Management Officer under Min No.32/2022 in a letter dated 19/05/2022, Ref CR/156/4/1.</p> | 2 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>l. A Senior Accountant, score 2 or else 0</p> | <p>The LG substantively appointed Nabungye Sylvia Biombo as Senior Accountant under Min No.60/2022 (1) in a letter dated 6/10/2022.</p> | 2 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p> | <p>The LG substantively appointed Kumwesiga Samuel as Principal Internal Auditor under Min No.17/2022 (1) in a letter dated 14/03/2022.</p> | 2 |
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p> | <p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p> | <p>The LG substantively appointed Tumushabe Jackline as Principal Human Resource Officer (Secretary DSC) under Min No.12/2015 (03) in a letter dated 18/05/2015.</p> | 2 |
| 2 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> | <p>a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town</p> | <p>The LG has 14 LLGs; 9 Sub counties and 5 Town Councils. There was evidence that the LG substantively appointed 9</p> | 5 |

Maximum score is 15

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

Senior Assistant Secretaries and 5 Principal Assistant Town Clerks as follows:

1. Tumusiime Jason appointed under Min No. 64/2020 (3) in a letter dated 4/01/2021. (deployed in Nyabubare S/C)

2. Nuwagaba Ronald R appointed under Min No. 26/2021 (7) in a letter dated 24/06/2021. (deployed in Bumbaire S/C)

3. Muhumuza John Patrick appointed under Min No. 10/2006 (3) in a letter dated 19/05/2006. (deployed in Kakanju S/C)

4. Kamagara Edson appointed under Min No. 64/2020 (4) in a letter dated 4/01/2021. (deployed in Kyabugimbi S/C)

5. Ainomugisha Judith appointed under Min No. 57/2013 (1) in a letter dated 31/12/2013. (deployed in Kyamuhanga S/C)

6. Mugabirwe King Yusuf appointed under Min No. 26/2018 (2) in a letter dated 2/07/2018. (deployed in Kyeizooba S/C)

7. Muhwezi Elly appointed under Min No. 64/2020 () in a letter dated 4/01/2021. (deployed in Nkanga S/C)

8. Atwine Nelson appointed under Min No. 26/2018 (1) in a letter dated 2/07/2018. (deployed in Ibaare S/C)

9. Nuwagaba Samuel appointed under Min No. 85/2005 (1) in a letter dated 7/11/2005. (Deployed in Ruhumuro S/C).

10. Mwebesa Moses Rugunda

appointed under Min No. 49/2020 (3) in a letter dated 2/11/2020. (deployed in Kizinda Town Council)

11. Birungi Ruth Kapaasi appointed under Min No. 49/2020 (1) in a letter dated 2/11/2020. (Deployed in Kyabugimbi Town Council).

12. Nakalema Lilian Ntundu appointed under Min No. 49/2020 (2) in a letter dated 2/11/2021. (deployed in Rwentuuha Town Council)

13. Twinomugisha Boona Gilbert appointed under Min No. 23/2019 (1) in a letter dated 24/04/2019. (deployed in Kyamuhunga Town Council)

14. Tumuhairwe Jane Mbonimpa appointed under Min No. 17//2021 (1) in a letter dated 6/05/2021. (deployed in Bitooma Town Council)

2

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

Maximum score is 15

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

The LG has 14 LLGs; 9 Sub counties and 5 Town Councils.

There was evidence that the LG substantively appointed 9 Community Development Officers and 5 Senior Community Development Officers as follows:

1. Mutambara Faridah appointed under Min No. 27/2017 (6) in a letter dated 1/12/2017. (Deployed in Nyabubare S/C).

2. Mwesigwa Asaph appointed under Min No. 07/2015 (7) in a letter dated 24/02/2015. (deployed in Kyabugimbi S/C)

3. Muramuzi Faruku appointed

5

under Min No. 16/2021 (3) in a letter dated 6/05/2021. (deployed in Kyamuhanga S/C)

4. Muhimbise Onesmus appointed under Min No. 16/2021 (1) in a letter dated 6 /05/2021. (deployed in Kyeizooba S/C)

5. Nakyanzi Aisha appointed under Min No. 16/2021 (2) in a letter dated 6/05/2021. (deployed in Nkanga S/C)

6. Mugisha Apollo appointed under Min No. 10/2018 (2) in a letter dated 18 /05/2018 (deployed in Bitooma S/C/TC).

7. Ninsiima Andrew appointed under Min No. 23/2017 (6) in a letter dated 1/12/2017 (deployed in Ibaare S/C).

8. Nuwasingura Andrew appointed under Min No. 32/2018 (3) in a letter dated 12/11/2018 (deployed in Ruhumuro S/C).

9. Mwesigwa Asaph appointed under Min No. 07/2015 (7) in a letter dated 24/02/2015. (deployed in Kyabugimbi T/C)

10. Muganzi Mbyemeire Francis appointed under Min No. 65/2020 (2) in a letter dated 4/01/2021. (Deployed in Kizinda Town Council).

11. Mibazi Obed appointed under Min No. 65/2020 (1) in a letter dated 4th/01/2021. (deployed in Rwentuuha Town Council)

12. Murangi Kacukuzi Godfrey appointed under Min No. 61/2018 (1) in a letter dated 19th/12/2018 (deployed in Kyamuhunga Town Council)

13. Twehandikiise Miria

appointed under Min No. 14/2020 (1) in a letter dated 12th/03/2020. (deployed in Kakanju

S/C).

14. Twinomugisha Deogratus appointed under Min No 32/2018 (2) in a letter dated 12th/11/2018 (Bumbare S/C)

2

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

Maximum score is 15

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

The LG has 14 LLGs 9 Sub counties and 5 Town Councils.

There was evidence that the LG substantively appointed only 10 Senior Accounts Assistants as follows:

1. Kaliisa Sarah appointed under Min No. 16/2021 (25) in a letter dated 6/05/2021. (deployed in Nyabubare S/C)

2. Bareeba Phaustah appointed under Min No. 08/2011 (7) in a letter dated 21/03/2011. (deployed in Bumbaire S/C)

3. Byamukama Innocent appointed under Min No. 29/2019 (4) in a letter dated 16/05/2019. (deployed in Kakanju S/C)

4. Akampumuza Stella appointed under Min No. 03/2014 (2) in a letter dated 3/03/2014 (2). (deployed in Kyabugimbi S/C)

5. Mbabazi Milton appointed under Min No. 54/2004 (22) in a letter dated 15/11/2004. (deployed in Kyamuhunga S/C).

6. Kyobutungu Honest appointed under Min No. 26/2017 (21) in a letter dated

0

1/12/2017. (deployed in Kyeizooba S/C)

7. Nagasha Mercy appointed under Min No. 16/2021 (26) in a letter dated 6/05/2021. (deployed in Nkanga S/C)

8. Rutashoberwa Amos appointed under Min No. 05/2014 (2) in a letter dated 3/03/2014. (deployed in Ruhumuro S/C)

9. Karakire Robert appointed under Min No. 54/2004 (13) in a letter dated 15/11/2004. (deployed in Ibaare S/C)

10. Mugisha Cecilia appointed under Min No. 55/2004 (3) (ii) in a letter dated 15/11/2004. (Deployed in Bitooma T/C).

Environment and Social Requirements

3

Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.

Maximum score is 4

If the LG has released 100% of funds allocated in the previous FY to:

a. Natural Resources department,

score 2 or else 0

For Bushenyi LG Natural Resources Department, The amount allocated for FY 2021/2022,(ABPR, page, 13) was UGX. 232,576,742, and released UGX. 232,576,742. The ratio was 100%.

2

| | | | | |
|---|---|---|--|---|
| 3 | <p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p> | <p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>b. Community Based Services department.</p> <p>score 2 or else 0.</p> | <p>For Bushenyi LG Community Based Services Department, The amount allocated for FY 2021/2022,(ABPR, page,13) was UGX.384,729,297, and released UGX. 384,729,297.This was 100%.</p> | 2 |
| 4 | <p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p> | <p>a. If the LG has carried out Environmental, Social and Climate Change screening,</p> <p>score 4 or else 0</p> | <p>Bushenyi DLG carried out Environmental, Social and Climate Change screening for DDEG projects for previous FY,</p> <p>Construction of staff house at Kakanju HC III was screened on 16/05/2021 with ESMPs costed at UGX: 1,376,000.</p> <p>Construction of staff house at Ruhumuro HC III was screened on 16/05/2021 with ESMPs costed at UGX: 3,040,000.</p> <p>Construction of 2 latrines at Ryeishe HC III was screened on 16/05/2021 with ESMPs costed at UGX: 705,000.</p> | 4 |

4

4

Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

Maximum score is 12

b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),

score 4 or 0

The project implemented under DDEG for the previous FY did not require undergoing an Environment and Social Impact Assessment (ESIA). The projects included; Construction of staff house at Ruhumuro HC III and construction of 2 latrines at Ryeishe HC III.

4

4

Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

Maximum score is 12

c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;

score 4 or 0

There was evidence that Costed ESMPs were prepared for all DDEG projects for the previous FY;

Construction of staff house at Kakanju HC III was screened on 16/05/2021 with ESMPs costed at UGX: 1,376,000.

Construction of staff house at Ruhumuro HC III was screened on 16/05/2021 with ESMPs costed at UGX: 3,040,000.

Construction of 2 latrines at Ryeishe HC III was screened on 16/05/2021 with ESMPs costed at UGX: 705,000.

Financial management and reporting

| | | | | |
|---|--|--|--|----|
| 5 | <p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p> | <p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p> | <p>LG has a clean audit opinion.</p> | 10 |
| 6 | <p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p> <p>maximum score is 10</p> | <p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p> <p>score 10 or else 0.</p> | <p>As per the submissions to the Internal Auditor General's office and records at Bushenyi DLG, a report on the implementation status of AG for FY 2020/2021 was submitted to the office of MoFPED by the CAO Willy Bataringaya on 14/02/2022. The report contained actions taken on 14 recommendations against all findings (pages, 1-3). The submission was made within the February end deadline.</p> | 10 |

| | | | | |
|---|---|---|--|---|
| 7 | <p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p> | <p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p> | <p>The LG in Pursuant to the Public Financial Management Act of 2015, Part VII and according to the MoFPED inventory of submissions and records at the Bushenyi DLG. Performance Contract for FY 2022/2023, signed by the Accounting Officer (CAO) Willy Bataringaya was submitted and acknowledged by PS/ST on 02/07/2022. This was before the deadline of 31st August.</p> | 4 |
| 8 | <p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p> | <p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p> | <p>According to the MoFPED inventory of submissions and records at the DLG Annual Performance Report for FY 2021/22, signed by the Accounting Officer (CAO) Willy Bataringaya was submitted on 25/08/2022. This was within the deadline of 31st August.</p> | 4 |
| 9 | <p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p> <p>Maximum score is 4</p> | <p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p> | <p>According to the MoFPED inventory of submissions and records at the DLG, Quarterly Performance Reports for FY 2021/22, signed by the Accounting Officer (CAO) Willy Bataringaya were submitted as follows.</p> <p>Quarter 1 report on 18/11/2021</p> <p>Quarter 2 report on 23/01/2022</p> <p>Quarter 3 report on 13/05/2022</p> <p>Quarter 4 report on 25/08/2022</p> <p>All the reports were submitted within the mandatory August 31 deadline.</p> | 4 |