



**LGMSD 2022/23**

Mbarara District

(Vote Code: 537)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	81%
Education Minimum Conditions	100%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	90%
Micro-scale Irrigation Minimum Conditions	70%
Crosscutting Performance Measures	75%
Educational Performance Measures	85%
Health Performance Measures	75%
Water & Environment Performance Measures	88%
Micro-scale Irrigation Performance Measures	81%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	Service Delivery Outcomes of DDEG investments  Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s):</li> <li>If so: Score 4 or else 0</li> </ul>	<p>The infrastructure project implemented using DDEG funding in FY2022/23 was 99.8% complete, however not yet functional.</p> <p><b>Evidence</b></p> <p>Report of Substantial Completion- Construction of block of one classroom with Principal's Office and Store Phase I at Bwizibwera Headquarters in Bwizibwera Rutooma Town Council dated 5 June 2023. Level of completion 99.8%.</p>	<b>0</b>
2	N23_Service Delivery Performance  Maximum 6 points on this performance measure	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> <li>By more than 5%, score 3</li> <li>1 to 5% increase, score 2</li> <li>If no increase, score 0</li> </ul> <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>The LG average score in the overall LLG performance assessment for 2023 improved by 6% compared to the LLG's performance assessment for 2022.</p> <p><b>Evidence</b></p> <p>Average Overall LLGPA Scores for 2023= 91%</p> <p>Average Overall LLGPA Scores for 2022= 85%</p> <p><b>Calculation</b></p> <p>Variance Average Overall LLGPA (2023-2022)= 91 - 85 = 6%</p>	<b>3</b>
2	N23_Service Delivery Performance  Maximum 6 points on this performance measure	<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"> <li>If 100% the projects were completed : Score 3</li> <li>If 80-99%: Score 2</li> <li>If below 80%: 0</li> </ul>	<p>A review of the Annual Budget and Annual Budget Performance Report for FY2022/23 revealed that the LG implemented planned DDEG Project for FY2022/23 at 100% completion level.</p> <p><b>Evidence</b></p> <p>Construction of Bwizibwera Health Institute UGX 71,348,000 was completed at 99.8%</p> <p>VIDE: WRKS/209/1: Site Inspection Report for the construction of a classroom block with Principal's Office and Store Phase I at Bwizibwera Headquarters in Bwizibwera Rutooma Town Council for Financial Year 2022/2023. Dated 31 July 2023</p>	<b>3</b>

3	Investment Performance  Maximum 4 points on this performance measure	<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>A review of LG's Budget Estimates FY2022/23 and Annual Budget Performance Reports FY2023 revealed that the LG spent all DDEG funds on ineligible projects/activities as per DDEG grant, budget, and implementation guidelines.</p> <p><b>Evidence</b></p> <p>Annual Budget Performance Report FY2022/23</p> <p>Total District Discretionary Equalization Development Grant UGX 227,728,000</p> <p>DDEG Allocated to LLGs UGX 128,633,095</p> <p>DDEG Retained at HLG UGX 99,094,905</p> <p>Infrastructure Projects i.e. 72% (more than 70% minimum allowed)</p> <p>1. Bwizibwera Health Institute UGX 71,348,000</p> <p>Performance Improvement i.e. 15% (15% maximum allowed)</p> <p>1. Workshops, Meetings &amp; Seminars UGX 5,909,000 2. Consultancy- Strategic Planning Services UGX 5,000,000 3. Laptop UGX 4,000,000</p> <p>Data Collection i.e. Nil (5% maximum allowed)</p> <p>Investment Service Costs i.e. 13% (more than 10 maximum Allowed)</p> <p>1. Environment, Impact Assessment &amp; Monitoring UGX 6,046,000 2. Monitoring and Supervision of Capital Works UGX 6,791,000</p>	0
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3	Investment Performance  Maximum 4 points on this performance measure	<p>b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,</p> <p>score 2 or else score 0</p>	<p>The LG had only one (01) DDEG-funded infrastructure project in the previous FY.</p> <p>&gt;&gt;&gt; Construction of a 1-block of one classroom with principal's office and store (Phase I) at Bwizibwera HQs. The engineer's estimate dated and signed on 7/11/2022 was UGX 63,710,186/= . The contractor was M/S Muma construction Limited; Contract sum UGX 63,700,000/= . <b><i>This represented a variation of -0.016% of the LG Engineer's estimate.</i></b></p>	2
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**Performance Reporting and Performance Improvement**

4	Accuracy of reported information  Maximum 4 points on this Performance Measure	<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>A review of the MoPS(2023) approved and adopted staff structure providing for minimum staffing standards and the staff list 2023 obtained from the HRM Division, the information on positions filled in LLGs and notice board displays at LLGs revealed that the District did not have accurate information as seen in the sampled LLGs below thereby not meeting the scoring threshold.</p> <p><b>Rubindi SC</b></p> <p>Out of the ten staff found posted on the notice board at the LLG, only two staff could be found in the staff list obtained from the HRM Division namely Kamusiimae Hope -SAS and Dr. Mujunio Lonard -Veterinary Officer, therefore not providing accurate information.</p> <p><b>Sanga SC</b></p> <p>Out of the ten eight staff found posted on the noticeboard at the LLG, none could be found in the staff list obtained from the HRM Division, therefore not providing accurate information.</p> <p><b>Bukiro SC</b></p> <p>Out of the nine staff found posted on the notice board at the LLG, only Baguma Innocent-Sub- County Chairman could be found in the staff list obtained from the HRM Division. The rest were from the Town Council and Ward therefore did not provide accurate information.</p>	0
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4	Accuracy of reported information  Maximum 4 points on this Performance Measure	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> <li>• If 100 % in place: Score 2, else score 0.</li> </ul> <p><b>Note: if there are no reports produced to review: Score 0</b></p>	<p>The progress reports for the investment infrastructure constructed using DDEG funds reflected actual level of completion.</p> <p><b>Evidence</b></p> <p>Report of Substantial Completion- Proposed Construction of a block of one classroom with Principal's Office and Store Phase I dated 5 June 2023 showed pictures and level of completion at 99.8%</p>	2
5	N23_Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p> <p><b>NB: The Source is the OPAMS Data Generated by OPM.</b></p>	<p>The LG conducted a credible assessment of LLGs for 2023 as verified by the IVA team during the National Local Government Performance Assessment Exercise.</p> <p><b>Evidence</b></p> <p><b>Sampled LLGS</b></p> <ol style="list-style-type: none"> <li>1. Rwanyamahembe TC - DLG score was 94% and IVA score was 91%. The deviation was -3% i.e. Credible</li> <li>2. Bukiiro SC - DLG score was 87% and IVA score was 88%. The deviation was +1% i.e. Credible</li> <li>3. Kashare SC - DLG score was 89% and IVA score was 91%. The deviation was +2% i.e. Credible</li> <li>4. Rubindi SC - DLG score was 91% and IVA score was 92%. The deviation was +1% i.e. Credible</li> </ol>	4
5	N23_Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	<p>b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p> <p>Score: 2 or else score 0</p>	<p>No evidence for performance improvement plans for at least 30% of the lowest performing LLGs for the current FY was provided at the time of assessment. Only a summary report dated 3rd October 2023 on "LLG LGMSD Assessment Results" Submitted to OPM on 30th September 2023 was availed.</p>	0
5	N23_Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	<p>c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:</p> <p>Score 2 or else score 0</p>	<p>No evidence for performance improvement plans for at least 30% of the lowest performing LLGs for the current FY was provided at the time of assessment.</p>	0
<b>Human Resource Management and Development</b>				
6	Budgeting for and actual recruitment and deployment of staff  Maximum 2 points on this Performance Measure	<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>Mbarara DLG consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY. This was evidenced by the submission letter from the CAO to PS/MoPS dated 27th September 2023, received 28th September 2023 by MOFPED 29th September 2023.</p>	2
7	Performance management  Maximum 5 points on this Performance Measure	<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>No evidence of Mbarara DLG conducting and tracking analysis of staff attendance was provided at the time of assessment.</p>	0

7	<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>Mbarara DLG conducted the appraisal of all HoDs as shown hereunder. However, one HOD namely the DEO was found to have been appraised after the stipulated time 30th June 2023 thereby not meeting the score threshold.</p> <ol style="list-style-type: none"> <li>1. <b>Chief Finance Officer</b> - Muganzi Julius. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 29th June 2023.</li> <li>2. <b>District Planner</b> - Tusimireyo Johnson. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>3. <b>District Engineer</b> - Mwebaze Emmanuel. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>4. <b>District Natural Resources Officer</b> - Bagambe John Bat. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>5. <b>District Production Officer</b>- Tumwesigye Robert. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>6. <b>District Community Development Officer</b>- Muhumuza Hilary. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>7. <b>District Commercial Officer</b> - Nkwatsibwe Adams Bwisho. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>8. <b>District Health Officer</b> - Dr. Ssebutinde Peter. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>9. <b>District Education Officer</b>- Ahimbisibwe Gabriel. At the time of assessment, the DEO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 2nd August 2023.</li> <li>10. <b>District Water Officer</b> - Mucunguzi Joseph. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> </ol>	0
7	<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 the guidelines:</p> <p>Score 1 or else 0</p>	<p>Mbarara DLG implemented administrative rewards and sanctions. The committee was found to be functional as seen in the minutes of a meeting held on 5th May 2023 e.g. Min 4/2023: Review of disciplinary cases by PHRO. The meeting handled the matter of abscondment by Natekateka Scovia- Education Assistant II, Kariiro Moslem, the Committee recommended the Officer is submitted to the DSC for dismissal on abscondment of duty since she was not willing to work in any other school than Rwentanga PS.</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>Mbarara DLG established a Consultative Committee (CC) for staff grievance redress which is functional as evidenced by appointments of its membership by CAO dated 10th August 2021. The committee was found to be functional as evidenced by minutes of the Consultative Committee meeting held on 20th June 2023. The meeting considered amongst others salary disparities between science and arts that has affected staff morale, overtime allowance and uniform for staff (health workers, askari and drivers). In redressing the staff concerns, that unions continue to negotiate with Government and affected cadres to be facilitated within budget; that the DHO consults the MoH on delivery of uniforms.</p>	1

8	Payroll management Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:  Score 1.	Mbarara DLG recruited (by redesignation transfer of service, promotion & transfer of service, probation) forty-three staff members during the year under review and all accessed the payroll as illustrated by the three examples below under.  1. Komugisha Rose, Assistant Inventory Manager, recruited (transfer of service) 24th April 2023, accessed payroll in May 2023.  2. Murangira Kenneth Bamuhayira, Principal Education Officer, recruited(promotion) 3rd April 2023, accessed payroll in May 2023.  3. Muhumuza Richard, District Community Development Officer, recruited(promotion & transfer of service) 28th March 2023, accessed payroll in May 2023.	1
9	Pension Payroll management Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:  Score 1.	Mbarara DLG had forty-seven staff members retiring during the year under review and fourteen staff did not access the payroll as shown hereunder. This was attributed to amongst others: (i) Staff granted early retirement manually in IPPS and have to be converted after presenting retirement letters to HCM electronically before accessing benefits; (ii) Inconsistencies in employment documents more especially by CG employees which LG does not have control over; (iii) Terminal illnesses of staff (e.g. Twimukye James) delayed them to fill pension forms; (iv) HCM requires actual retirement dates which are action officers in the approval hierarchy delay to hit.  1. David Bahame - Agriculture Officer, retired 25th July 2022, accessed payroll in December 2022. The officer delayed accessing on account of varied information on date of birth.  2. Justus Tayebwa - Teacher, retired 31st July 2022, accessed payroll in October 2022.  3. Grace Karuhanga - Teacher, retired 31st July 2022, accessed payroll in October 2022.  4. Enid Bamwine -Teacher, retired 31st July 2022, accessed payroll in October 2022.  5. Edson Baguma -Teacher, retired 30th August 2022, accessed payroll in April 2023  6. Pastore Kakuru-Parish Chief, retired 30th August 2022, accessed payroll in June 2023.  7. Livingstone Mugisha- Teacher, retired 1st September 2022, accessed payroll in June 2023.  8. Justine Kyomuhangi- Teacher, retired 1st September 2022, accessed payroll in May 2023.  9. Hope Twinomujuni -Teacher, retired 1st September 2022, accessed payroll in June 2023.  10. Joseph Kansiime - Agriculture Officer, retired 31st October 2022, accessed payroll in April 2023.  11. Kenneth Ireeta -Assistant records Officer, retired 11th November 2022, accessed payroll in May 2023.  12. Grace Kusasira- Assitant Education Officer - retired 12th December 2022, accessed payroll in April 2023.  13. Janet Atusiime - Head Teacher, retired 21st December 2022, accessed payroll in May 2023.  14. James Twimukye -Assitant Education Officer - retired 5th February 2023, accessed payroll in June 2023.	0

**Management, Monitoring and Supervision of Services.**

10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:</p> <p>Score 2 or else score 0</p>	<p>A review of the FY2022/23 Annual Budget Estimates and LG Cost Centre List &amp; LLG allocation release for FY2022/23 provided by MoFPED revealed that the LG transferred DDEG for FY2022/23 to LLGs in full.</p> <p><b>Evidence</b></p> <p>Bubaare Sub-county. Budgeted, Released, and Remitted UGX 26,426,848</p> <p>Bukiiro Sub-county. Budgeted, Released, and Remitted UGX 10,784,726</p> <p>Bukiro Town Council. Budgeted, Released, and Remitted UGX 1,818,182</p> <p>Bwizibwera-Rutooma Town Council. Budgeted, Released, and Remitted UGX 1,818,182</p> <p>Kagongi Sub-county. Budgeted, Released, and Remitted UGX 28,596,853</p> <p>Kashare Sub-county. Budgeted, Released, and Remitted UGX 21,634,752</p> <p>Nyabisirira Town Council. Budgeted, Released, and Remitted UGX 1,818,182</p> <p>Rubaya Sub-county. Budgeted, Released, and Remitted UGX 24,799,344</p> <p>Rubindi Sub-county. Budgeted, Released, and Remitted UGX 16,390,573</p> <p>Rubindi- Ruhumba Town Council. Budgeted, Released, and Remitted UGX 1,818,182</p> <p>Rwanyamahembe Town Council. Budgeted, Released, and Remitted UGX 1,818,182</p>	2
10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).</p> <p>Score: 2 or else score 0</p>	<p>Review of PBS timestamps from MoFPED of LG warrant submissions revealed that in the FY2022/23, the LG warranted LLG Direct DDEG transfers more than 5 working days after cash limits for the LG were uploaded in the PBS by MoFPED</p> <p><b>Evidence</b></p> <p>Q2 FY2022/23. Cash limit uploaded by MoFPED on 07 October 2022. LG warranted on 18 October 2022 i.e. 5+ working days</p> <p>Q3 FY2022/23. Cash limit uploaded by MoFPED on 05 January 2023. LG warranted on 18 January 2023 i.e. 5+ working days</p>	0
10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>Mbarara DLG did not communicate to the LLGs in the stipulated time as evidenced through the letters seen as follows: (i) Q2 FY2022/23. Cash limit communication on 30 Sept 2022. LG communicated 19th October 2022 i.e. &gt;5 working days; (ii) Q3 FY2022/23. Cash limit communication on 29 Dec 2022. LG communicated on 20th January 2023 i.e. &gt; 5 working days.</p>	0

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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

Score 2 or else score 0

The LG supervised and mentored all LLGs in the LG at least once per quarter in FY2022/23 consistent with guidelines.

**Evidence**

Q1 FY2022/23

Mentoring Report for Quarter One 2022/2023. Report date 28 October 2022

Objectives

1. Equip staff with knowledge on financing and prioritizing infrastructure projects for funding under DDEG
2. Help Lower Level Local Government Government appreciate the allocation formula for different areas of funding under DDEG
3. Equip them with knowledge of how to use investment servicing costs

Q2 FY2022/23

Mentoring Report for Quarter Two of 2022/2023. Report date 27 January 2023

Objectives

1. Enable Lower Local Government staff to appreciate the planning process/planning cycle
2. Equip staff with knowledge and skills of preparing for District and National Assessment
3. Increase Awareness of best practices acquisition and maintenance of IT Equipment

Q3 FY2022/23

Mentoring Report for Quarter Three 2022/2023. Report date 21 April 2023

Preparation for passing the assessment i.e.

1. Issues to do with Development Planning & Budgeting
2. Coming up with schedules for meetings i.e. TPC, DEC, Committees, and Council
3. Timely improvement in Local Revenue Collection and Assessment

Q4 FY2022/23

Training Report on Development Planning for Lower Local Government dated 1 June 2023

Areas of training

1. Format of the Lower Local Government Development Plan i.e. uniformity of the plan and meeting requirements by NDP (20 Programs of the NDP and their PIAPS and 6 chapters of the Development Plan)



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 TPC discussed the results/reports of support supervision and monitoring visits for FY2022/23 and used these results/reports to make recommendations for corrective actions.

#### Evidence

Q1 FY2022/23

Technical Planning Committee Meeting Minutes of 25 July 2022

Min 05/07/2022: Presentation and Discussion of Monitoring Reports

1. Establish where the District has Land that can be used as a nucleus for the Industrial Park
2. Find out the Cooperative advantages of each site and regards sustainability for Industrial Park
3. Come up with various recommendations for decisions at various committees of the TPC, DEC, Council Committees, and eventual Public and Central Government

#### Recommendations

1. TPC (District and Rubaya Sub County) should discuss and make recommendations to the respective Executive Committees and Councils
2. The Committees should go back to Rushozi and earmark the adjacent areas that should be added to get a size of at least 2kms and suggest boundaries
3. Council to approve and gazette the Industrial Park area/location
4. CAO and District Chairperson should lobby the President, Parliament, and Ministry of Finance for funds to acquire land and develop the Industrial Park

Q2 FY2022/23

Technical Planning Committee Meeting Minutes of 21 November 2022

Min 44/11/2022: Presentation and Discussion of the Quarterly Mentoring and Monitoring Reports

1. Encouraged the HoDs to consider finishing their BFP in time and allow the Planning Department to compile everything in time
2. Every Lower LG must have a budget conference to advise the District on the new emerging priorities
3. Every Town Council should plan for Garbage Management

Q3 FY2022/23

Technical Planning Committee Meeting Minutes of 09 March 2023

1. The water tank constructed at Rushozi Industrial Hub was getting spoilt. Recommended constructing a base for it and sock way pit to hold water that overflow
2. Kagongi Roadside Market was complete, however some slabs had cracks. The team recommended that the contractor rectify the errors and oversight for proper public use

Q4 FY2022/23

Technical Planning Committee Meeting Minutes of 26 June 2023

1. The team gave status on Health Centres including Kagongi HCIII and Bubaare HCIII. Work was ongoing according to plan. However, continuous site visits recommended

## Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p><b>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</b></p>	<p>A review of the Fixed Assets Register revealed that the LG maintained an up-to-date Fixed Asset Register at the time of Assessment.</p> <p><b>Evidence</b></p> <p>Draft Financial Report FY2022/23 Page 47. Fixed Asset Additions in the FY</p> <ol style="list-style-type: none"> <li>1. Non-Residential Assets- UGX 2,537,714,552</li> <li>2. Motor Vehicles - UGX 226,405,000</li> <li>3. ICT Equipment UGX 9,026,500</li> <li>4. Furniture &amp; Fittings UGX 34,245,288</li> </ol> <p>Fixed Asset Register last updated</p> <ol style="list-style-type: none"> <li>1. Motor Vehicles - last entry on 10 March 2023</li> <li>2. Computers- Last entry on 13 June 2023</li> <li>3. Furniture &amp; Fittings - Last Entry on 19 June 2023 i.e. 221 Twin Desks for 7 Schools</li> <li>4. Building Last Entry 19 June 2023 on Akrunyu PS Classroom Block</li> </ol>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>The LG used the Board of Survey FY2021/22 as a source of guidance for making asset management decisions.</p> <p><b>Evidence</b></p> <p>Submission of Board of Survey Report for Financial Year 2021/2022 dated 25 August 2022. Received by Accountant General on 31 August 2022</p> <p>Page 2- Recommendation of the Board of Survey</p> <ol style="list-style-type: none"> <li>1. Assets identified for disposal on Page 49</li> <li>2. District to Liaise with the Ministry of Information, Communications, and Telecommunication on the issue of disposing of E-waste</li> <li>3. District Stores/Assets should be marked/engraved</li> <li>4. Items beyond repair to be boarded</li> <li>5. District Headquarter Repairs</li> </ol> <p>Submission of Board of Survey Report for Financial Year 2022/2023 dated 25 August 2023. Received by Accountant General on 31 August 2023. Actions taken on previous year recommendations. Page 103-104</p> <ol style="list-style-type: none"> <li>1. Assets Disposed i.e. Motorcycles UG 0083R, Motor vehicle Toyota Hilux LG 0212-31</li> <li>2. Budgeted for engraving FY2023/24</li> <li>3. Renovation of District Chairperson's Office at Bwizibwera &amp; MUBS Main Library Corridor. Receipt No. 120 for UGX 20,365,565 dated 23 June 2023.</li> </ol>	1

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 LG Physical Planning Committee was functional and submitted at least a set of minutes of the Physical Planning Committee meetings held in each quarter of FY2022/23 to MoLHUD.

**Evidence**

Appointment of Members

1. Mr. Lucky Julius - Physical Planner on 28 June 2019
2. Mr. Himbisa Emmanue I- Staff Surveyor on 28 June 2019
3. Eng. Bananuka William - Civil Engineer on 28 June 2019
4. Mr. Ahimbisibwe Gabriel - District Education Officer on 28 June 2019
5. Mr. Tumwesigye Robert - District Agricultural Officer on 28 June 2019
6. Mr Mucunguzi Joesph - District Water Engineer on 28 June 2019
7. Mr. Byaruhanga Arthur - District Community Development Officer on 28 June 2019
8. Dr. Ssebutinde Peter- District Health Officer on 28 June 2019
9. Ms. Tubebamwe Edith - Town Clerk Rubindi on 28 June 2019
10. Mr. Mugumya Nelson - Town Clerk Bwizibwera Town Clerk on 28 June 2019
11. Mr. Mwesigye Joseph - District Environment Officer on 28 June 2019
12. Mr. Niwagaba David Sancho - District Natural Resources Officer on 28 June 2019
13. Mr. Albert Tinamukama Gumisiriza - Physical Planner in Private Practice on 30 September 2019

Submission of Minutes to MoLHUD Mbarara MZO

Q1 FY2022/23. The meeting was held on 19 July 2022 and submission of the minutes to MoLHUD was made on 26 July 2022

Q2 FY2022/23. The meeting was held on 20 December 2022 and submission of the minutes to MoLHUD was made on 29 December 2022

Q3 FY2022/23. The meeting was held on 31 January 2023 and submission of the minutes to MoLHUD was made on 07 February 2023

Q4 FY2022/23. The meeting was held on 30 June 2023 and submission of the minutes to MoLHUD was made on 07 July 2023

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

Score 2 or else score 0

The LG conducted desk appraisals for all DDEG financed projects in the budget FY2022/23, prioritized projects were derived from the LG DPIII and are eligible for expenditure as per sector guidelines and funding source.

**Evidence**

Desk appraisal for the construction of a Classroom Block and Opening of Roads at Bwizibwera Health Training Institute was completed on 16 February 2022. Investment project derived from DPIII Page 20 Volume II

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>The LG completed field appraisals for DDEG financed projects implemented in FY2022/23 to check for technical feasibility, environmental and social acceptability, and customized designs.</p> <p><b>Evidence</b></p> <p>Field appraisal for the construction of a Classroom Block and Opening of Roads at Bwizibwera Health Training Institute was completed on 07 August 2022.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>The LG TPC discussed all developed project profiles with costing for all investments in the AWP for FY2023/24 as per the LG planning and DDEG guidelines.</p> <p><b>Evidence</b></p> <p>Technical Planning Committee Minutes of 26 September 2022</p> <p>Min 26/09/2022: Discussion of Project Profiles and Briefs on District Planning</p> <ol style="list-style-type: none"> <li>1. Construction of a Classroom and an Administration Block for the Health Training Institute/Nursing School at Bwizibwera. Estimated UGX 300,000,000</li> <li>2. OPD Construction at Kagongi HCIII and Kashare HCIII OPD. Estimated Cost UGX 900,000,000</li> <li>3. Construction of new administrative offices at the new District Headquarters. Estimated Cost UGX 2,000,000,000</li> </ol>	1
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that Mbarara LG screened for environmental and social risks/impact and put mitigation measures before being approved for construction using checklists for the DDEG-funded projects for the current FY;</p> <p>Construction of Bwizibwera Health training school (one classroom and office ) and opening of roads to and fro around the health training unit and Bwizibwera district phasell was screened on 18/08/2023 with mitigation measures costed at UGX: 1.130,000.</p> <p>Construction of the operation theatre at Rubindi H C III was screened on 10/08/2023 with mitigation measures costed at UGX: 680,000.</p>	2
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>Review of the procurement plan dated 3/05/2023 and recieved by PPDA on 03/05/2023 revealed that there were no infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan.</p>	0
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0</p>	<p>There was evidence that all infrastructure projects to be implemented in the previous FY using DDEG were approved by the Contracts Committee before commencement of construction:</p> <p>Note: The LG had only one (01) DDEG-funded infrastructure project in the previous FY.</p> <p>&gt;&gt;&gt; Construction of a 1-block of one classroom with principal's office and store (Phase I) at Bwizibwera HQs.</p> <p><i>Approval of bidding documents by the contract committee was done on 19/12/2022, under minute number: 57//12/2022/2023(a)</i></p> <p><i>Approval of award by the contract committee was done on 17/02/2023, under minute number: 80/02/2022/2023(d)</i></p>	1

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:  Score 1 or else 0	<p>There was no evidence that the LG properly established the Project Implementation team as specified in the sector guidelines.</p> <p>In a letter dated 16/08/2022, the CAO appointed the project implementation team for all projects and had the following members:</p> <ol style="list-style-type: none"> <li>1) District planner</li> <li>2) District health officer</li> <li>3) District education officer</li> <li>4) Senior procurement officer</li> <li>5) Ag. district natural resources officer</li> <li>6) Civil engineer (water)</li> <li>7) Civil engineer</li> <li>8) District internal auditor</li> <li>9) Ag. district community development officer.</li> </ol> <p><i>However, the appointment letter lacked a labour officer warranting no score.</i></p>	0
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:  Score 1 or else score 0	<p>There was evidence that the infrastructure project implemented using DDEG followed the standard technical designs provided by the LG Engineer.</p> <p>Note: The LG had one (01) DDEG-funded infrastructure project, that is,</p> <p><i>&gt;&gt;&gt; Construction of a 1-block of one classroom with principal's office and store (Phase I) at Bwizibwera HQs.</i></p> <p><i>This project did not have defects and conformed to standard technical designs provided by the LG engineer.</i></p>	1

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0

The following projects were sampled:

**>>> Construction of 2-classroom blocks at Akarungu P/S in Rubindi S/C; Contract amount: UGX 84,366,460/=.**

There was evidence that supervision was done before payments. In a report dated 9/06/2023, the CDO, engineer and environment were involved in the supervision of the project. The site meeting with contractor was held on 7/06/2023; site attendance list was availed and showed that the technical team members participated. In the site meeting minutes, the engineer stressed the point of good workmanship and quality work and ensuring that each stage was approved before embarking on the next stage. The CDO asked the contractor to involve locals in the construction works. The environmental officer asked the contractor to ensure use of clean water. This led to payment certificate number 1, dated 9/06/2023, amount UGX 71,718,329/=, verified and certified by CDO, engineer and environment officer.

**>>> Construction of a Rwanyamahembe seed secondary school in Rwanyamahembe Town Council.**

There was evidence that supervision was done before payments. In a report dated 7/06/2023, the CDO, engineer and environment were involved in the supervision of the project. The site meetings with the contractor were held on 20/03/2023, 24/04/2023, and 16/06/2023, the CDO, engineer, and environment officer attended the meetings. This led to payment certificate number 1, dated 7/06/2023, amount UGX 768,356,898/=, verified and certified by CDO, engineer and environment officer.

**>>> Construction of new OPD block phase I, at Bwizibwera HC IV in Bwizibwera - Rutooma T/C.**

There was evidence that supervision was done before payments. In the engineer's report dated 13/06/2023, the contractor was advised to accelerate the works and to restore the environment (planting grass), etc. The environment officer and CDO report dated 13/06/2023, reported supervision of the project; reporting what was done and recommendations to address social and environmental issues. This led to payment certificate number 2, dated 13/06/2023, amount UGX 117,104,424/=, verified and certified by CDO, engineer and environment officer.

**Conclusion**

The LG supervised projects prior to verification and certification of works.

Procurement, contract management/execution  
 Maximum 8 points on this Performance Measure

f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):  
 Score 1 or else score 0

*There was evidence that the LG verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement). Payments were appropriately certified based on technical supervision of the projects. \*

*Three project certificates were recorded to support the scoring of this indicator:*

**>>> Construction of 2-classroom blocks at Akarungu P/S in Rubindi S/C; Contract amount: UGX 84,366,460/=.**

*Payment certificate number 1, dated 9/06/2023, amount UGX 71,718,329/=, verified and certified by CDO, engineer and environment officer.*

*Voucher number: 6433572, paid on 28/06/2023.*

*Contractor's payment requisition: 7/06/2023.*

**>>> Construction of a Rwanyamahembe seed secondary school in Rwanyamahembe Town Council.**

*Payment certificate number 1, dated 7/06/2023, amount UGX 768,356,898/=, verified and certified by CDO, engineer and environment officer.*

*Voucher number: 6425056, paid on 28/06/2023.*

*Contractor's payment requisition: 6/06/2023.*

**>>> Construction of new OPD block phase I, at Bwizibwera HC IV in Bwizibwera - Rutooma T/C.**

*Payment certificate number 2, dated 13/06/2023, amount UGX 117,104,424/=, verified and certified by CDO, engineer and environment officer*

*Voucher number: 6424421, paid on 28/06/2023.*

*Contractor's payment requisition: 12/06/2023.*

**Conclusion**

*All payments were made based on technical supervision and were appropriately certified and met the timelines.*

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:  Score 1 or else 0	<p>There was evidence that the LG has a complete procurement file in place for each contract with all records as required by the PPDA Law.</p> <p><b>&gt;&gt;&gt; Construction of 2-solar powered irrigation demonstration units at Rwentanga farm school and Rutooma C.O.U premises,</b></p> <p><i>Evaluation report available on file dated 8/02/2023,</i></p> <p><i>Minutes of contract committee decisions dated 17/02/2023, project approved under minute number: 80/02/2022/2023(c)</i></p> <p><i>Contract agreement on file, dated 19/05/2023.</i></p> <p><b>&gt;&gt;&gt; Construction of a Rwanyamahembe seed secondary school in Rwanyamahembe Town Council,</b></p> <p><i>Evaluation report available on file dated 10/02/2022,</i></p> <p><i>Minutes of contract committee decisions dated (25/04/2022); project approved under minute number: (157/04/2021/2022). Note: the contracts committee for this project was of Lyantonde DLG (lead entity).</i></p> <p><i>Contract agreement on file, dated 08/11/2022.</i></p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Amabaare P/S in Kashare S/C,</b></p> <p><i>Evaluation report available on file dated 7/11/2022.</i></p> <p><i>Minutes of contract committee decisions dated 18/11/2022; project approved under minute number: 42/11/2022/2023(h)</i></p> <p><i>Contract agreement on file, dated 9/01/2023.</i></p> <p><b>&gt;&gt;&gt; Drilling of 7No., deep boreholes in sub-counties of Rubaya S/C (02), Bubaare S/C (02), Kashare (02), and Rwanyamahembe (01)</b></p> <p><i>Evaluation report available on file dated 8/11/2022.</i></p> <p><i>Minutes of contract committee decisions dated 18/11/2022; project approved under minute number: 42/11/2022/2023(a)</i></p> <p><i>Contract agreement on file, dated 31/01/2023.</i></p>	1
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**Environment and Social Safeguards**

14	Grievance redress mechanism operational.  Maximum 5 points on this performance measure	a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.  Score: 2 or else score 0	<p>Mr. Tushabe Fred Magara was assigned the duty of grievance handling officer by the Chief Administrative Officer- Kasagara Edward dated 15/07/2020. The Grievance Redress Committee was established by CAO on 15/07/2020. The members of the committee included;</p> <p>Mr. Tushabe Fred Magara - Chairperson.</p> <p>Mr. Ashaba Moses- Senior Internal Auditor.</p> <p>Mr. Kagaba Allan Rukira- Principal Human Resource Officer.</p> <p>Mr. Tusimireyo Johnson- District planner.</p>	2
14	Grievance redress mechanism operational.  Maximum 5 points on this performance measure	b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.  If so: Score 2 or else 0	Presented for assessment was the complaints logbook with provisions for date complaints, contact, nature of complaint, findings, and action taken. There were also minutes for the GRC dated 30/12/2022, 13/09/2022, and 29/09/2022 signed by the committee secretary and chairperson. Attached to the minutes were the attendance lists of the committee members.	2



14	Grievance redress mechanism operational.  Maximum 5 points on this performance measure	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.  If so: Score 1 or else 0	Mbarara district Local Government had displayed the grievance redress mechanism guidelines on the district notice board including the contact of the grievance handling focal person.	1
15	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 LG provided evidence confirming that environment, social, and climate change interventions were integrated into the LG DP111, AWP FY2023/24, and budget FY2023/24.  <b>Evidence</b> LG DP111- Pages 144  1. Development of Wetland Management Plans 2. Demarcation of Wetland Boundaries and River Banks 3. Increasing Forest Coverage through Community Tree Planting 4. Forest Establishment through Local Government Forestry Services  AWP FY2023/24- Page 63-64  1. Community Training in Wet Land Management 2. River Bank and Wetland Restoration 3. Monitoring and Evaluation of Environmental Compliance 4. Tree Planting and Afforestation 5. Training in Forestry Management 6. Forestry Regulation and Inspection  Budget FY2023/24- Page 58  1. Agricultural Supplies and Services UGX 2,500,000 2. Travel Inland for Monitoring UGX 17,708,000 3. Workshops UGX 1,985,000	1
15	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 enhanced DDEG guidelines to LLGs and adaptation and social risk management.  <b>Evidence</b> Technical Planning Committee Meeting Minutes of 26 June 2023. LLG Official were in attendance.  Min 100/12/2021: Dissemination of DDEG Guidelines	1
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation):  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:  score 3 or else score 0	Mbarara LG had no investments financed from the DDEG other than health, education, water, and irrigation for the previous FY.	3

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change.  Score 3 or else score 0	There were no projects in Mbarara LG for the previous FY that required costing of the additional impact from climate change.	<b>3</b>
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 1 or else score 0	Construction of one block of one classroom with principal's office and store phase I at Bwizibwera headquarters had a land title with details as shown below;  Certificate of title- freehold register, volume MBR 112 Folio 19, block (road) 5 Plot 75 at Bwizibwera dated 12/12/2014	<b>1</b>
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:  Score 1 or else score 0	There was no evidence that the environmental officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs; and provided monthly reports. Monitoring of projects was done once and not monthly as required.	<b>0</b>
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects:  Score 1 or else score 0	There was evidence that E&S compliance Certification forms are completed and signed by the Environmental Officer and CDO prior to payments of contractors' invoices;  The E&S certification form for construction of Kigoro solar piped water system was prepared on 14/06/2023 and payment to the contractor was made on 28/06/2023.  The E&S certification form for the construction of the Rwanyamahembe seed school was prepared on 14/06/2023 and payment was made on 28/06/2023.  The E&S certification form for construction for the construction of new OPD phase1 at Bwizibwera HC IV was prepared on 02/05/2023 and payment to the contractor was made on 17/05/2023.	<b>1</b>

## 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 maintained up-to-date bank reconciliations up to the time of the assessment.  <b>Evidence</b>  1. DFCU Bank Limited, A/c No. 01983501006540. Bank Reconciliation Statement for December 2022. Report Date 11 January 2023. i.e. reconciled within 30 days. 2. Stanbic Bank Uganda Limited, A/c No. 9030013029198. Bank Reconciliation Statement for June 2023. Report Date 10 July 2023. i.e. reconciled within 30 days. 3. Stanbic Bank Uganda Limited, A/c No. 9030013029198. Bank Reconciliation Statement for November 2023. Report Date 12 December 2023. i.e. reconciled within 30 days.	<b>2</b>
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>The LG Internal Auditor produced 4 quarterly internal audit reports for FY2022/23.</p> <p><b>Evidence</b></p> <p>Q1 FY2022/23. VIDE: AUD/112 Quarterly Internal Audit Report for Mbarara District Local Government for the Period 1st July - 30 September 2022. Produced on 07 November 2022. Follow up on Key Audit Issues in the previous Quarter i.e. 4 issues outstanding from the previous quarter's report and 26 issues in the current quarter. Submitted to Chief Accounting Officer, District Public Accounts Committee, and District Chairperson on 16 Nov 2023.</p> <p>Q2 FY2022/23. VIDE: AUD/112 Quarterly Internal Audit Report for Mbarara District Local Government for the Period 1st October-31 December 2022. Produced on 06 February 2023. Follow up on Key Audit Issues in the previous Quarter i.e. 4 issues outstanding from the previous quarter report and 10 issues in the current quarter. Submitted to Chief Accounting Officer, District Public Accounts Committee, and District Chairperson on 07 February 2023.</p> <p>Q3 FY2022/23. VIDE: AUD/112 Quarterly Internal Audit Report for Mbarara District Local Government for the Period 1st January - 31 March 2023. Produced on 19 April 2023. Follow up on Key Audit Issues in the previous Quarter i.e. 4 issues outstanding from the previous quarter report and 6 issues in the current quarter. Submitted to Chief Accounting Officer, District Public Accounts Committee, and District Chairperson on 08 May 2023.</p> <p>Q4 FY2022/23. VIDE: AUD/112 Quarterly Internal Audit Report for Mbarara District Local Government for the Period 1st April - 30 June 2023. Produced on 26 July 2023. Consolidated Quarterly Internal Audit Reports (July 2022- March 2023) Quarter i.e. 3 issues outstanding from the previous quarter report and 40 issues in the current quarter with the status of implementation of Agreed Actions. Submitted to Chief Accounting Officer, District Public Accounts Committee, and District Chairperson on 27 July 2023.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>The LG provided information on the status of implementation of internal audit findings for the FY2022/23 to the Council Chairperson and LG Public Accounts Committee.</p> <p><b>Evidence</b></p> <p>VIDE: AUD/112 Quarterly Internal Audit Report for Mbarara District Local Government for the Period 1st April - 30 June 2023. Produced on 26 July 2023. The Internal Auditor consolidated the status of implementation of issues in 3 Quarterly Internal Audit Reports (July 2022- March 2023) i.e. 3 issues outstanding from the previous quarter's report and 40 issues in the current quarter with the status of implementation of Agreed Actions in quarter 4 report. Submitted to Chief Accounting Officer, District Public Accounts Committee, and District Chairperson on 27 July 2023.</p>	1
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>The LG provided evidence that the quarterly internal audit reports for FY2022/23 were submitted to the LG Accounting Officer and LG PAC and that the reports were reviewed and follow-ups made by LG PAC.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>VIDE: COU/112/1: Mbarara District Local Government Public Accounts Committee Report On Issues Raised in Auditor General's Reports for Quarter One, Two and Quarter Three Financial Year 2022/2023 Dated 07 August 2023. The meeting was held on 26 June 2023.</li> <li>VIDE: COU/112/1: Mbarara District Local Government Public Accounts Committee Report On Issues Raised in Auditor General's Reports for Quarter Four and Quarter One Financial Year 2022/2023 and Financial Year 2023/2024. Dated 13 December 2023. The meeting held on 13 December 2023.</li> </ol>	1

**Local Revenues**

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>A review of LG Annual Budget Estimates FY2022/23 and LG Draft Final Accounts FY2022/23 revealed that the local revenue collected by the LG for FY2022/23 was less than budget by 18% (i.e. outside +/-10% threshold)</p> <p><b>Evidence</b></p> <p>Annual Budget Estimates FY2022/23. Page No. 1</p> <p>Local revenue amount budgeted was UGX 984,299,000</p> <p>Revised Budget for Local Revenue UGX 1,556,053,725</p> <p>VIDE: Minute of Mbarara District Council held on 28 July 2022 in the District Council Hall. MIN.MDLG/COU/ 87/07/2022- Presentation, Discussion, and Approval Supplementary i.e. Approval of Local Revenue for LLGs of UGX 571M which was left out of the original budget for the 2022/2023 Financial Year</p> <p>Draft Final Accounts FY2022/23. Page No. 40</p> <p>Local revenue amount collected was UGX 1,282,382,219</p> <p>Calculation</p> <p>(Amount Collected-Amount Budgeted)/Amount Budgeted*100=</p> <p>(1,282,382,219 - 1,556,053,725)/ 1,556,053,725*100 = 17.6%</p>	0
19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> <li>• If more than 10 %: score 2.</li> <li>• If the increase is from 5% - 10 %: score 1.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>A review of the LG's Draft Final Accounts for FY2022/23 disclosed that the LG's OSR collection increased by 40% between FY2021/22 and FY2022/23</p> <p><b>Evidence</b></p> <p>Draft Final Accounts FY2022/23 Page No.....</p> <p>OSR Collection FY2022/23 was UGX 1,282,382,219</p> <p>OSR Collection FY2021/22 was UGX 915,647,459</p> <p><b>Calculations</b></p> <p>Change in OSR in %age</p> <p>(OSR FY2022/23-OSR FY2021/22)/OSR FY2021/22*100</p> <p>(1,282,382,219 - 915,647,459)/915,647,459*100= 40%</p>	2
20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>A review of the LG's Draft Final Accounts FY2022/23 and remittances to LLGs for FY2022/23 disclosed that the LG remitted more than the 65% mandatory LLG share of local revenues FY2022/23, as mandated in Section 85 of the LG Act CAP 243.</p> <p><b>Evidence</b></p> <p>Amount of local revenue collections subject to share with LLGs</p> <p>Draft Final Accounts FY2022/23 Page No. 40</p> <p>LLG Collections FY 2022/2023 UGX 523,963,071</p> <p>Remittance UGX 488,308,250</p> <p><b>Calculations</b></p> <p>Remittances/Total Local Revenue Mandatory for Sharing*100=</p> <p>488,308,250/523,963,071*100= 93.2%</p>	2

**Transparency and Accountability**

<p>21</p> <p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>There was evidence that the procurement plan and awarded contracts and all amounts are published:</p> <p><b>&gt;&gt;&gt; Drilling of 7No., deep boreholes in sub-counties of Rubaya S/C (02), Bubaare S/C (02), Kashare (02), and Rwanyamahembe (01).</b></p> <p>The best evaluated bidder was M/S Mama Borewells Africa Limited. The BEB was displayed on the district noticeboard on 22/11/2022 and removed on 5/12/2022. The amount was included as UGX 172,859,400/=.</p> <p><b>&gt;&gt;&gt; Construction of administration block with an office at Nyabisirira T/C HQs.</b></p> <p>The best evaluated bidder was M/S Tamwisal Contractors Limited. The BEB was displayed on the district noticeboard on 22/11/2022 and removed on 5/12/2022. The amount was included as UGX 42,517,220/=.</p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Omukigando P/S.</b></p> <p>The best evaluated bidder was M/S Epic Fine and Contractors Limited. The BEB was displayed on the district noticeboard on 22/11/2022 and removed on 5/12/2022. The amount was included as UGX 85,268,570/=.</p> <p><b>The procurement plan was displayed on the district noticeboard on 29/04/2022.</b></p>	<p>2</p>
<p>21</p> <p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>The LG publicized their performance assessment results for 2022 and their implications.</p> <p><b>Evidence</b></p> <p>Pinned on the Notice Board at Administration Block.</p>	<p>2</p>
<p>21</p> <p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>The LG made several discussions with the public during FY2022/23 to provide feedback on the status of activity implementation.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Report of Baraza Meetings in Kashari North Constituency dated 14 August 2023 i.e. to monitor and evaluate the implementation of different Government Programmes/Projects in the District</li> <li>2. Report on Baraza (16-18 August 2023) in Rubindi-Ruhumba Town Council. Issues discussed include concerns with PDM funds, electricity, UNRA Roads and Water trenches, state of Health facilities and services, Community Development, Revenue collection and Enhancement, Physical Planning, etc.</li> </ol>	<p>1</p>
<p>21</p> <p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>The LG made public, information on Tax Rates, Collection Procedures, and Procedures for Appeal at the time of assessment.</p> <p><b>Evidence</b></p> <p>Tax Rates, Collection Procedures, and Procedures for Appeal pinned on the Administration Block.</p>	<p>1</p>

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 prepared reports on the status of implementation of issues and recommendations in the Office of the IGG correspondences submitted to the LG in FY2022/23.

**Evidence**

1. MBR/ADM/141/182/348: Information on all Government Projects being implemented in Mbarara District dated 19 August 2022. The Chief Accounting Officer provided report VIDE: EDUC/209/1 on Government Projects in a report dated 29 August 2022.
2. MBR/01/08/2022: Non-Remittance of 5% and 25% of Local Revenue to Local Councils by the Sub County of Officials of Kashare Subcounty dated 30 September 2022. The Chief Accounting Officer provided report VIDE:101/3: Non-Remittance of 5% and 25% of Local Revenue to Lower Councils by the Sub County Officials of Kashare Sub County. The District Council requested the District Internal to verify the allegations and the Subcounty Chief was asked to refund the funds in a report dated 6 October 2022.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
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"> <li>• If improvement by more than 5% score 4</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>We obtained and reviewed PLE results released by UNEB in 2020 and 2022 for Mbarara District and we noted the following:</p> <p>In 2020, Mbarara District performed as follows; Div. I: 2576 ; Div. II:5018 ; and Div. III:707 ; totalling to 8301 pupils against 8697 candidates in (84 primary schools) that sat for PLE that year. This translates into 95.4 % pass rate (8301/8697).</p> <p>In 2022, Mbarara performed as follows; Div.1: 3636 ; Div.11:4855 and Div.111; 666 totalling to 9157 pupils against 9490 candidates in (84 primary schools) that sat for PLE that year. This translates into 96.4 % pass rate (9157/9490).</p> <p>There was an increase in performance of 1% (96.4% - 95.4%).</p> <p>Due to the COVID 19 pandemic, UNEB did not conduct PLE in 2021 hence the comparison between school years, 2020 and 2022 instead of 2021 and 2022 as guided by MoES.</p>	2
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 3</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>We obtained and reviewed UCE results released by UNEB in 2020 and 2022 for USE schools in Mbarara District and we noted the following:</p> <p>In 2020, Mbarara District performed as follows; Div. I:1201 ; Div. II:1257 and Div.III:1347 totalling to 3805 pupils, against 6084 candidates, in eight (8) USE schools that sat for UCE that year. This translates to 62.5 % pass rate (3805/6084).</p> <p>In 2022, Mbarara performed as follows; Div.I:1308 ; Div.II:1467 ; and Div.III:1309 totalling to 4084 pupils against 5928 candidates (in eight (8) USE schools) that sat for UCE that year. This translates to 68.8 % pass rate (4084/5928).</p> <p>There was an improvement in performance of 6.3% (68.8% - 62.5 %).</p> <p>Due to COVID 19 pandemic, UNEB did not conduct UCE Exams in 2021. Hence the comparison between school years 2020 and 2022, instead of 2020 and 2022 as guided by MoES.</p>	3
2	<p>N23_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"> <li>• By more than 5%, score 2</li> <li>• Between 1 and 5%, score 1</li> <li>• No Improvement, score 0</li> </ul> <p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>	<p>The LG average score in the Education LLG performance assessment for 2023 increased by 16% compared to the assessment for 2022.</p> <p><b>Evidence</b></p> <p>Education LLGPA Scores for 2023 was 100%</p> <p>Education LLGPA Scores for 2022 was 84%</p> <p>The variance between 2023 and 2022 = 100-84= 16%</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>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>We obtained and reviewed the Education Sector Planning, Budgeting and Implementation Guidelines for Local Governments FY 2022/2023 and the budget performance report to determine eligible activities in Mbarara District.</p> <p>We established evidence that, the development grant was used in accordance with sector guidelines i.e. supply of desks, construction of latrines, construction of classrooms, Construction of Seed Secondary Schools and construction of teacher's houses. The activities conducted were;</p> <ul style="list-style-type: none"> <li>Construction of a Seed Secondary School at Rwanyamahembe, ongoing</li> <li>Construction of a two (2) classroom block and store at Amabaare P/S</li> <li>Construction of a two (2) classroom block with an office and a store at Akarurungu P/S</li> <li>Construction of a two (2)-classroom block with an office and a store at Omukigando P/S</li> </ul>	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>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</p>	<p>We obtained payment vouchers for all education construction projects contracts for the previous FY 2022/2023 in Mbarara District, to establish whether the CDO and the Environment officer signed the completion certificates</p> <p>We established the following details;</p> <ol style="list-style-type: none"> <li>1. Payment of UGX 63,331,465 was made vide voucher No. 5314499 dated 17th May 2023 and UGX 3,375,350 vide voucher No, 6438739 dated 28th June 2023 for construction of a two (2) classroom block, at Amabaare P/S and was, certified by the; CDO and the Environment Officer, on 12/04/2023 and 14/06/2023 respectively.</li> <li>2. Payment of UGX 60,778,245 was made vide voucher No. 6433572 dated 28th June 2023 for Construction of a two (2) classroom block at Akarungu P/S. The CDO and Environment officer, certified on 09/06/2023, respectively</li> <li>3. Payment of UGX 40,767,920 was made vide voucher No. 5119023 dated 03 May 2023 for Construction of 2 classroom block at Omukigando P/S. The CDO and Environment officer signed on 17/04/2023</li> <li>4.. Payment of UGX 651,149,914 was made vide voucher No. 6425056 dated 28th June 2023 for construction of a Seed Secondary School at Lake Mburo. The CDO and Environment Officer, both certified on 07/06/2023</li> </ol> <p>The Environment Officer and the Community Development Officer signed the certificates of completion before payment was made.</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>c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0</p>	<p>Three projects were sampled as follows:</p> <ul style="list-style-type: none"> <li>&gt;&gt;&gt; Construction of a Rwanyamahembe seed secondary school in Rwanyamahembe Town Council; Contract amount as per works contract UGX: 3,069,896,759/=. The engineer's estimate was UGX 3,000,000,000/=. <i>This represented a variation of +2.330% of the MoWT estimate.</i></li> <li>&gt;&gt;&gt; Construction of a 2-classroom block at Amabaare P/S in Kashare S/C; Contract amount as per works contract UGX 84,648,480/=. The engineer's estimate was UGX 79,191,875/=. <i>This represented a variation of +6.890% of the MoWT estimate.</i></li> <li>&gt;&gt;&gt; Construction of a 2-classroom block at Omukigando P/S; Contract amount as per works contract UGX 85,268,570/=. The engineer's estimate was UGX 84,012,873/=. <i>This represented a variation of +1.495% of the MoWT estimate.</i></li> </ul>	2



3	Investment Performance: The LG has managed education projects as per guidelines  Maximum 8 points on this performance measure	d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY  • If 100% score 2  • Between 80 - 99% score 1  • Below 80% score 0	The LG had one (01) seed school under construction in the previous FY.,  >>> Construction of a Rwanyamahembe seed secondary school in Rwanyamahembe Town Council; Contract amount UGX 3,069,86,759/=	1
			<p>    Commencement order was given on 8/11/2022,</p> <p>    Contract period, 24 months.</p> <p>    Time elapsed as of 31/06/2023, 7 months representing 29.17%.</p> <p>    The clerk of works report dated 10/07/2023, reported the project at 27.7%.</p> <p>=====</p>	

**Conclusion**

- 1) Annual budget performance report was availed and together with the clerk of works report were used to get the information necessary. The clerk of works report was detailed providing schedules and photos of the facilities constructed on the site.
- 2) The contractor is meeting the work targets.

4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards  Maximum 6 points on this performance measure	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines  • If 100%: score 3  • If 80 - 99%: score 2  • If 70 - 79% score: 1  • Below 70% score 0	We obtained and reviewed the staffing structure from HRM and noted that Mbarara District had recruited 918 (144.7%) teachers staff in position against a staff ceiling of 634 teachers ( in 84 schools) as per the guidelines prescribed by MoES, i.e, a 1:53 (teacher: pupil ratio) and a teacher per class and a head teacher for a school with P7 and a teacher for each class and head teacher for schools below P7.	3
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4	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	We reviewed the list of UPE and USE registered schools and the consolidated asset register for UPE and USE schools for FYs 2021/22 and 2022/23 of Mbarara District.  None of the 84 (0%) UPE and/or, 08(0%) of USE schools, met the basic requirements and minimum standards, set out in the DES guidelines for schools.  All schools, required additional classrooms or repair/renovation, additional desks, additional latrines and teachers' houses respectively.	0
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**Performance Reporting and Performance Improvement**

5	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	We reviewed the teacher deployment list from the LG education office and noted that Mbarara District had accurately reported on 918 (100%) staff in position, including where they were deployed, in 84 schools..  In the three sampled schools; Rutooma Modern P/S (semi- urban) there were 13 teachers, in Rubindi Girls P/S (urban) there were, 17 teachers and in Rwentoyo P/S (rural), there were 11 teachers.  This information was collated with the teacher's arrival books at the three schools, the staff lists for 2022/23 from the education office and the staff lists found at the sampled schools. The three sources of information were in synch.	2
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<p>5</p> <p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	<p>We reviewed the school asset registers of the three sampled schools and verified the information therein, which revealed evidence that Mbarara District had a consolidated school asset register accurately reporting on infrastructure in all the three (3) sampled schools (100% accuracy).</p> <p>In the three sampled schools, we noted the information below;</p> <ul style="list-style-type: none"> <li>— <b>Rutooma Modern P/S (semi-urban)</b> there were four (4) classroom blocks with nine (9) classrooms, three (3) latrine blocks with 14 stances, 98 three-seater desks and three (3) teachers houses accommodating nine (9).</li> <li>— <b>In Rwentojo P/S (rural)</b>, there were, four (4) classroom blocks with seven 13 classrooms, four (4) latrine blocks with 24 stances, 123 three-seater desks and two (2) teacher’s houses accommodating five (5).</li> <li>— <b>In Rubundi Girls P/S (urban)</b> there were eight (8) classroom blocks with 17 classrooms, three (3) latrine blocks with 16 stances, 202 three-seater desks and one (1) teachers house accommodating three (3) teachers.</li> </ul> <p>This information was corroborated with the consolidated Asset register at the Education Department office and both were in tandem.</p>
<p>6</p> <p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p> <ul style="list-style-type: none"> <li>• If 100% school submission to LG, score: 4</li> <li>• Between 80 - 99% score: 2</li> <li>• Below 80% score 0</li> </ul>	<p>We obtained and reviewed 84 copies of the Annual school reports for Mbarara District from the DEO for FY 2022/2023</p> <p>We noted that all had submitted copies, in conformity with the above prescribed MoES Annual budgeting and reporting guidelines.</p> <p>In three sampled schools;</p> <ul style="list-style-type: none"> <li>— Rutooma Modern P/S (semi-urban) had one and it was submitted to DEO</li> <li>— Rwentojo P/S (rural) had submitted one and it was submitted to DEO</li> <li>— Rubindi Girls P/S (urban) had submitted one and it was submitted to DEO</li> </ul> <p>Since all schools had submitted copies with adequate information and in the timeline prescribed ie on/or before 30 th January 2023, the district was 100% compliant.</p>
<p>6</p> <p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> <li>• If 50% score: 4</li> <li>• Between 30- 49% score: 2</li> <li>• Below 30% score 0</li> </ul>	<p>We obtained and reviewed the inspection reports for FY 2022/2023 and identified that all the 84 UPE schools needed to be supported to develop SIPs. We established that all schools were duly supported to develop SIPs and that, all schools had submitted SIPs contained in the Annual School Report. Seventy four (100%) submitted SIPs.</p> <p>In three sampled schools; Rutooma Modern P/S (semi-urban), Rubindi Girls P/S (urban) and Rwentojo P/S (rural), all had submitted copies to the DEO and had copies of the SIPs displayed in their offices.</p>

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"> <li>• If 100% score: 4:</li> <li>• Between 90 – 99% score 2</li> <li>• Below 90% score 0</li> </ul>	<p>We obtained and reviewed the OTIMS data extract for Mbarara District and noted that, they submitted data for (33.650) pupils (100%).</p> <p>We reviewed the Mbarara District performance contract for FY 2022/23 and noted a list of 84 schools.</p> <p>Therefore, the LG collected and compiled data for all registered schools (UPE) in the District and submitted it accordingly.</p>	4
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### 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>There was evidence that Mbarara District budgeted for a head teacher and a minimum of seven teachers for schools with P7 and a teacher for each class and a head teacher for schools below P7, for (84 schools) to the tune of UGX 7,230,545,000 for FY 2023/2024 as per the Approved Performance Contract (not signed by PS/ST) FY 2023/2024 and approved budget estimates 2023/2024 pg 43.</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>There was evidence that the education department of Mbarara District had deployed 918 staff in position as per sector guidelines, i.e. a head teacher and a teacher per class for a P7 school and a head teacher and one teacher for each class for a school below P7, in 84 primary schools</p> <p>In three sampled schools, we noted the following;</p> <ul style="list-style-type: none"> <li>— Rutooma Modern P/S (semi-urban) 13 teachers;</li> <li>— Rubindi Girls P/S(urban) 17 teachers; and</li> <li>— Rwentojo P/S (rural eight 13 teachers</li> </ul> <p>This information was corroborated with staff lists at school, teacher's arrival books and staff lists from the education department office, hence synced.</p>	3
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>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,</p> <p>score: 1 else, score: 0</p>	<p>We reviewed the teacher deployment list and inspected the notice boards at the DEO's office and in the three sampled schools.</p> <p>We established evidence that the teacher deployment had been disseminated and/or publicized at the DEO and school noticeboards. In the three sampled schools; Rutooma Modern P/S (semi -urban, Rubindi Girls P/S (urban) and Rwentojo P/S (rural), the display was evident.</p>	1

8

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

Mbarara DLG has eight-four primary schools. All files were reviewed and found to have been appraised by the Town Clerks and Sub-County Chiefs as illustrated hereunder.

1. Barigye Cyprus, HT Omumabare PS, appraised 6th December 2022.
2. Boroba James, HT Rwobugingo PS, appraised 29th December 2022.
3. Tuhamé Naboth, HT Nyamiro PS, appraised 6th December 2022.
4. Muworozi Adrine, HT Irara PS, appraised 12th December 2022.
5. Tweisgye Enid Birungi, HT Rwentoyo PS, appraised 9th December 2022.
6. Karuhanga Piason, HT Rwantsinga PS, appraised 30th December 2022.
7. Bekunda George William, HT Kaihiro PS, appraised 30th December 2022.
8. Kiconco Betty, HT Katooma II PS, appraised 6th December 2022.
9. Bainomugisha Alex, HT Omukagyera PS, appraised 20th December 2022.
10. Katsigaire benon, HT Kamatambarire PS, appraised 16th December 2022.

2

8

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

Mbarara DLG has eight secondary schools. All files were reviewed and found to have been appraised by the D/CAO as illustrated hereunder.

1. Bayo Robert, HT St Andrews Rubindi Secondary School, appraised 30th December 2022.
2. Nuwagaba Maureen, HT Bukiro Seed Secondary School, appraised 2nd December 2022.
3. Natukunda Jolly, HT Kashaka Girls Secondary School, appraised 30th December 2022.
4. Bahirwe Geoffrey, HT Esteri Kokundeka Memorial Secondary School, appraised 10th December 2022.
5. Besogomwe Emmanuel, HT Nombe Secondary School, appraised 10th December 2022.
6. Kabarungi Angela, HT Rutooma Secondary School, appraised 30th December 2022.
7. Musinguzi Venansio, HT St.Pauls Secondary School Kagongi, appraised 5th November 2022.
8. Turyahebwa Kaganda Francis, HT Rwantsinga High School, appraised 9th December 2022.

2

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans score: 2. Else, score: 0</p>	<p>As per Mbarara DLG approved and costed staff establishment for the Education department, the following positions are provided for: (i) District Education Officer, (ii) Principal Education Officer, (iii) Senior Education Officer, (iii) Senior Inspector of Schools, (iv) Inspector of Schools, (v) Education Officer (Guidance &amp; Counselling), (vi) Education Officer /Special Needs(vii) Sports officer. However, at the time of assessment six staff were found in-post and were all appraised as hereunder.</p> <ol style="list-style-type: none"> <li>1. <b>District Education Officer</b>-Ahimbisibwe Gabriel. The Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>2. <b>Principal Education Officer</b> - Murangira B.Kenneth.At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>3.<b>Senior Education Officer</b> - Muhwezi Deo. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>4. <b>Senior Inspector of Schools</b> -Ayebazibwe Kellen. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>5. <b>Sports Officer</b> - Atusimire Francis. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 23rd March 2022. The Officer was appointed to this position 23rd March 2023 on transfer of service.</li> <li>6. <b>Education Officer (Special Needs)</b> - Mugume Ihinduuza Abel. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>7. <b>Education Officer (Guidance &amp; Counselling)</b> - Atuhairwe Ezraah. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>8. <b>Inspectors of Schools</b> -Natukunda Christine. At the time of assessment, the Officer was found to have been appointed to this position 13th June 2023 on transfer of service.</li> </ol>	2
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level, score: 2 Else, score: 0</p>	<p>We obtained and reviewed a training plan to address capacity gaps at the school for, Mbarara District for FY 2022/2023, dated 01/07/2022. Some of the activities therein were; i) Training of P 5-7 teachers on the new curriculum ii) training head teachers on preparation and implementation of SIPs iii) training games teachers and iv) induction of new SMC and PTA members</p>	2
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**Management, Monitoring and Supervision of Services.**

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>Mbarara DLG did not have to confirm in writing the list of schools, their enrollment and budget allocation in PBS because all data had been captured appropriately.</p>	2
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9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.  If 100% compliance, score:2 else, score: 0</p>	<p>We reviewed the MoES guidelines, the budget estimates pg 37 contained in the Approved performance contract for FY 2022/23 and annual performance report for FY 2022/23.</p> <p>Review of the approved budget estimates in the performance contract revealed, evidence that Mbarara District allocated UGX 52,542,000 towards inspection and monitoring.</p> <p>The annual performance report revealed an expenditure of UGX (100 %) on inspection and monitoring activities, that included the following;</p> <ul style="list-style-type: none"> <li>— Conducting inspections, thrice for each school</li> <li>— Conducting follow up inspections to establish whether recommendations were implemented and</li> <li>— Discussion of findings and dissemination to head teachers</li> </ul> <p>We established that the inspection and monitoring activities conducted, complied to sector guidelines.</p>	2
<p>Maximum 8 points on this performance measure</p>				
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters  If 100% compliance, score: 2 else score: 0</p>	<p>A review of PBS timestamps from MoFPED of LG warrant submissions for school capitation grants revealed that the LG in FY2022/23, warranted more than 5 working days after cash limits for the LG were uploaded in the PBS by MoFPED.</p> <p><b>Evidence</b></p> <p>Q3 FY2022/23. Cash limit uploaded by MoFPED on 05 January 2023. LG warranted on 18 January 2023 i.e. 5+ working days.</p> <p>Q4 FY2022/23. Cash limit uploaded by MoFPED on 14 April 2023. LG warranted on 19 April 2023 i.e. within 5 working days.</p> <p>Q1 FY2023/24. Cash limit uploaded by MoFPED on 13 July 2023. LG warranted on 4 August 2023 i.e. 5+ working days</p>	0
<p>Maximum 8 points on this performance measure</p>				
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>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</p>	<p>Review of copies of MoFPED release circulars for the last three quarters indicated the following dates;</p> <ul style="list-style-type: none"> <li>— 2022/23 Q3: 10 January 2023</li> <li>— 2022/23 Q4: 24 April 2023 and</li> <li>— 2023/24 Q1: 17 July 2023</li> </ul> <p>The education department did not provide evidence that Mbarara District made release circulars and invoices of capitation to schools for the last three (3) quarters, before three working days of the release from MoFPED.</p> <p>In the three sampled schools of Rutooma Modern P/S (semi-urban), Rubindi Girls P/S (urban) and Rwentojo P/S (rural), there was no evidence that the education department formally communicated this information through circulars within the timeline.</p> <p>The head teachers indicated that they were informed through, WhatsApp messages or SMS.</p>	0
<p>Maximum 8 points on this performance measure</p>				
10	<p>Routine oversight and monitoring  <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.  • If 100% compliance, score: 2, else score: 0</p>	<p>We obtained copies of the minutes of the preparatory meetings for inspection and monitoring for the previous three terms in Mbarara District as follows;</p> <p>Term 3, 2022 dated 2nd September 2022, under Min.04/09/2022- Preparation of Monitoring Inspection of Schools. Term III, 2022</p> <p>Term I, 2023 dated 9th January 2023, under Min.05/01/2023 - Preparation of Monitoring and Inspection of Schools, term 1, 2023 and</p> <p>Term II, 2023 dated 18th May 2023, under Min. 04/05/2023 - Preparation of monitoring and Inspection of schools Term 11 2023</p> <p>The District, was therefore compliant 100%</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> <li>• If 100% score: 2</li> <li>• Between 80 – 99% score 1</li> <li>• Below 80%: score 0</li> </ul>	<p>We reviewed inspection reports for Mbarara District and noted that all the 84 UPE schools had been inspected thrice, once in each of the three (3) previous terms. The inspection reports were dated as follows;</p> <ul style="list-style-type: none"> <li>– 22nd March 2023 for term one (1) of 2023;</li> <li>– 29th June 2023 for Term two (2) of 2023 and</li> <li>– 09th December 2022 for term three (3) of 2022.</li> </ul> <p>The number of schools inspected as per the inspection reports corresponded with what was on PBS, thus 100%.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>We obtained minutes of the departmental meetings for Mbarara District where highlights of the previous inspections were given during the planning meetings of inspection and monitoring for FY 2022/23.</p> <p>In the three sampled schools, the following were the findings;</p> <p><b>Rubindi Girls P/S (urban)</b>, inspection reports dated; 06/10/2022, by Mulangira Kenneth IS, 13/03/2023 by Ayebazibwe Kellen DIS and 14/06/2023 by Mulangira Kenneth Principal Education Officer (PEO), were on file. The recommendations made among others, were; i) Relocate urinals for boys. By the time of assessment, because the girls were more than boys, they had been allocated more stances. ii) The school needs more furniture. By the time of assessment, the school had received 22 desks from the district.</p> <p><b>Rwentojo P/S (rural)</b>, inspection reports dated 04/10/2022 by Ihinduzza Abel EO In Charge Special Needs, 30/03/2023, by Muhwezi Deo SEO and 15/06/2023 and by Mulangira Kenneth PEO were on file. Among the recommendations made were; i) The Weekly teacher on duty should make report at the end of the week. At the time of assessment, there was a book in place where reports were made by the teachers on duty, before hand over to the in-coming Master on Duty. ii) Teachers should make complete schemes of work. The head teacher had put in place a book where copies of checked schemes of work, were recorded.</p> <p><b>Rutooma Modern P/S (semi-urban)</b>, inspection reports dated; 29/09/2022 by Mulangira Kenneth PEO, 15/04/2023 by Mwehwezi Deo SEO and 07/06/2023 by Ayebazibwe Kellen SIS (DIS), were on file. Among the recommendations made were; i) The school needed more furniture. The school had a forest and it was decided that they cut some of the trees and make desks out of the timber harvested. This was ongoing at the time of inspection ii) update the Special Needs file. By the time of assessment, the update had been done and a list of 18 children with Special Needs, had been submitted to the office of the DEO.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0</p>	<p>We obtained minutes of the departmental meetings for Mbarara District where highlights of the previous inspections were given during the planning meetings of inspection and monitoring for FY 2022/23.</p> <p>In the three sampled schools, the following were the findings;</p> <p>In Rubindi Girls P/S (urban) reports dated; 06/10/2022, 13/03/2023 and 14/06/2023 were on file</p> <p>In Rwentojo P/S (rural) reports dated; 04/10/2022, 30/03/2023 and 15/06/2023 were on file</p> <p>In Rutooma Modern P/S (semi-urban), reports dated 20/19/2022, 15/04/2023 and 07/07/2023 were on file</p> <p>The Inspection reports were acknowledged received by DES as follows; Term 111 2022 , 14/12/2022; Term I 2023; 27/03/2023 and Term 11 2023, 05/07/2023</p>	2

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

The Social Services Committee met and discussed service delivery issues in the education sector in FY2022/23.

#### **Evidence**

Minutes of Social Services Committee meeting held on 12 September 2022

MIN.05/09/2022: Reports from Education and Health Sectors

Presentation of Monitoring and Inspection Report

Construction of works under School Facilities Grant of the Financial Year 2022/2023. BoQs for proposed projects prepared, however there are funding gaps for 4 schools

#### **Challenges**

1. Lack of motorcycles to facilitate inspections and monitoring of schools. Resolved the department needs 2 motorcycles
2. Inadequate accommodation for teachers in almost all UPE schools. Resolved District Stakeholders should mobilize and lobby for resources to construct staff houses for accommodating teachers

Minutes of Social Services Committee meeting held on 30 January 2023

MIN.05/01/2023: Reports for Education Sector and Health Sector

#### **Challenges**

1. Lack of transport means by Education Officers and Inspectors of School. Resolved District Leadership to plan to procure 2 motorcycles to support Education Officers and Inspectors of Schools in executing their duties
2. Inadequate accommodation of Teachers. Resolved- continue to lobby and plan to construct staff houses
3. Inadequate Furniture in Schools

Minutes of Social Services Committee meeting held on 21 March 2023

MIN.05/03/2023: Reports for Education Sector and Health Sector

38 Schools were monitored and most of the schools face challenges i.e. lack of staff accommodation, parent involvement still low, poor state of infrastructure in some schools, and inadequate seats for learners.

#### **Recommendations**

1. District Leadership should continue lobby and plan to construct staff houses to accommodate teachers
2. Health Inspectors should ensure to inspect and promote proper hygiene and sanitation in Schools
3. District Leadership should continue lobby and plan to construct staff houses to accommodate teachers

11

Mobilization of parents to attract learners

*Maximum 2 points on this performance measure*

Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,

*score: 2 or else score: 0*

We obtained and reviewed a report for a Radio Talk show, that took place on UBC 97.4 FM, on 29/01/2023 on the theme , 'Parents and other stakeholders responsibilities', presented by Atuhairwe Ezra Education Officer .

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, <i>score: 2, else score: 0</i></p>	<p>We obtained a copy of the asset register for FY 2022/2023 to establish whether there was an up-to - date asset register, that set out school facilities and equipment relative to basic standards. We verified the information therein, which revealed evidence that Mbarara District had (100% accuracy)</p> <p>In the three sampled schools, we noted the information below;</p> <p>— <b>Rutooma Modern P/S (semi-urban)</b> there were four (4) classroom blocks with nine (9) classrooms, three (3) latrine blocks with 14 stances, 98 three-seater desks and three (3) teachers houses accommodating nine (9).</p> <p>— In <b>Rwentojo P/S (rural)</b>, there were, four (4) classroom blocks with seven 13 classrooms, four (4) latrine blocks with 24 stances, 123 three-seater desks and two (2) teacher’s houses accommodating five (5).</p> <p>— In <b>Rubindi Girls P/S (urban)</b> there were eight (8) classroom blocks with 17 classrooms, three (3) latrine blocks with 16 stances, 202 three-seater desks and one (1) teachers house accommodating three (3) teachers.</p> <p>This information was corroborated with the consolidated Asset register at the Education Department office and both were in tandem.</p>	2
12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP 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, <i>score: 1 or else, score: 0</i></p>	<p>The LG TPC conducted desk appraisals of all sector projects in the budget FY2022/23, prioritized projects were derived from the LG DP III and eligible for expenditure as per sector guidelines and funding source.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Desk appraisal for the construction of a two-classroom block at Akarunga P/S was completed on 06 December 2021. Investment Project derived from DP III Page No. 113 Volume I</li> <li>2. Desk appraisal for the construction of a two-classroom block at Amabaare P/S was completed on 06 December 2021. Investment Project derived from DP III Page 113 Volume 1</li> <li>3. Desk appraisal for the construction of a two-classroom block at Omukigando P/S was completed on 06 December 2021. Investment Project derived from DP III Page 113 Volume I</li> </ol>	1
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, <i>score 1 else score: 0</i></p>	<p>The LG conducted field appraisals of sector projects in FY2022/23 to establish their technical feasibility, environmental and social acceptability, and customized designs to suit site conditions.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Field appraisal was construction of a two-classroom block at Akarunga P/S was completed on 05 April 2022</li> <li>2. Field appraisal for the construction of a two classroom block at Amabaare P/S was completed on 05 April 2022</li> <li>3. Field appraisal for the construction of a two-classroom block at Omukigando P/S was completed on 05 April 2022</li> </ol>	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, <i>score: 1, else score: 0</i></p>	<p>A review of the procurement plan, dated 26/05/2023, and received by PPDA on 26/05/2023 revealed that Education department infrastructure projects were not included.</p>	0

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p><i>There was 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. The projects were recorded to support the scoring of this indicator:</i></p> <p><b>&gt;&gt;&gt; Construction of a Rwanyamahembe seed secondary school in Rwanyamahembe Town Council; Contract amount: UGX 3,069,896,759/=</b></p> <p><i>Minutes of contract committee decisions dated (25/04/2022); project approved under minute number: (157/04/2021/2022). Note: the contracts committee for this project was of Lyantonde DLG (lead entity).</i></p> <p><i>Solicitor General cleared the contract on 9/09/2022, letter reference number: DLAS/MBR/085/2022.</i></p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Amabaare P/S in Kashare S/C; Contract sum UGX 84,648,480/=</b></p> <p><i>Minutes of contract committee decisions were dated 18/11/2022; project approved under minute number: 42/11/2022/2023(h)</i></p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Omukigando P/S; Contract amount as per works contract UGX 85,268,570/= . The engineer's estimate was UGX 84,012,873/=.</b></p> <p><i>Minutes of contract committee decisions were dated 18/11/2022; project approved under minute number: 42/11/2022/2023(g)</i></p> <p><b>&gt;&gt; Construction of a 1-block of one classroom with principal's office and store (Phase I) at Bwizibwera HQs.</b></p> <p><i>Minutes of contract committee decisions were dated 17/02/2023, under minute number: 80/02/2022/2023(d)</i></p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p><i>There was no evidence that the LG properly established the Project Implementation team as specified in the sector guidelines.</i></p> <p><i>In a letter dated 16/08/2022, the CAO appointed the project implementation team for all projects in the district and had the following members:</i></p> <ol style="list-style-type: none"> <li>1) District planner</li> <li>2) District health officer</li> <li>3) District education officer</li> <li>4) Senior procurement officer</li> <li>5) Ag. district natural resources officer</li> <li>6) Civil engineer (water)</li> <li>7) Civil engineer</li> <li>8) District internal auditor</li> <li>9) Ag. district community development officer.</li> </ol> <p><i>However, the appointment letter lacked a labour officer warranting no score.</i></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><i>There was evidence that the school infrastructure followed the standard technical designs provided by the MoES.</i></p> <p><i>A visit conducted to the seed schools under construction, that is, Rwanyamahembe seed secondary school in Rwanyamahembe Town Council which revealed that standard technical designs provided by the MoES were followed.</i></p> <p><i>All facilities complied with standard designs. For example, measurements were taken and what was built (room sizes) conformed to the plan dimensions.</i></p> <p><i>The quality of works was outstanding and commendable.</i></p>	1

Procurement, contract management/execution  
 Maximum 9 points on this performance measure

e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY score: 1, else score: 0

There was no evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY.

*Specifically,*

*Rwanyamahembe seed secondary school in Rwanyamahembe Town Council.*

Contract was signed on 8/11/2022,

Commencement order was given on: 8/11/2022.

Only 3 site meetings were held in the previous FY; the dates were as follows: 20/03/2023, 24/4/2023, and 16/6/2023.

**Note:**

1) The clerk of works' report dated 10/07/2023, reported the project at 27.7%.

2) Time elapsed as of 31/06/2023, 7 months representing 29.17%.

3) The site faced encumbrances at the start. In letter dated 5/01/2023, the CAO wrote to the RDC, district chairman, members of district executive committee, DISO, DPC, DEO, district engineer, station manager UNRA, Town council leadership, and the managing director Cream General and Technical Services Limited to attend a meeting on Monday 9th January 2023 to discuss the challenges. The issue was: UNRA excavated murrum from the site (encroached on site) and this caused project delays/conflicts.

**Conclusion**

*Fail; no monthly meeting was held in May after works started effectively .*

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*

*There was evidence that during **critical stages** of construction of planned sector infrastructure projects (Rwanyamahembe seed secondary school in Rwanyamahembe Town Council) (in the previous FY, at least **1 monthly joint technical supervision** involving engineers, environment officers, CDOs etc ., was conducted.*

*The following reports were captured to support the scoring of this indicator:*

In report dated 12/02/2023, grading and leveling the site was ongoing, and supervision to achieve the desired levels was done. At this time, the project was behind schedule. As mentioned in 13(e), the project was behind schedule at that time because of the site challenges outlined. However, the contractor accelerated works, thereafter.

In report dated 31/03/2023, signed by CDO, engineer, and environment officer. The technical team supervised the works. The ongoing works were as follows: foundation excavations, walling, sports field grading, backfilling and leveling, and strip concrete casting. The CDO advised relocation of VIP latrines from high water table areas to low water table areas, and this prompted the change of locations on plan to places where water table was low. This was done through the site meeting with the stakeholders and changes were made as appropriate. The CDO advised the administration block to be in an area where the head teacher could easily oversee the daily activities. The administration block needed a strategic location. This was communicated in the site meetings and changes made to the site layout. The engineer communicated the need for the contractor to follow contract documents effectively.

In report dated 15/04/2023, signed by CDO, engineer, and environment officer. The contractor was told to remove unapproved materials. All materials would need to be inspected and approved by the project manager. Concreting works needed prior testing and approval before use. The contractor was told to accelerate the works. Blinding, plinth walling, hard core filling, and strip foundation concrete were the works ongoing. Note: The project has several facilities.

In a report dated 24/05/2023, signed by CDO, engineer, and environment officer. Activities ongoing were casting concrete slabs, bituminous painting, and plinth walling, etc. The engineer reported that overall works were at 18.50%, and that the contractor was using tested materials. The CDO and environment officer advised that the high voltage electric line was to be relocated.

In a report dated 6/06/2026, signed by CDO, engineer, and environment officer. Activities ongoing were superstructure construction, casting slabs and hardcore filling for the sports field, pit lined latrines were at slab level, and etc. The engineer instructed the contractor to increase the workers on site. The issue of the high voltage electric line to be relocated was yet to be handled. This was relocated in August 2023 as per engineer's report dated 15/08/2023.

In a report dated 10/07/2023, signed by CDO, engineer, and environment officer. Activities ongoing were superstructure erection for most facilities except the administration block. The engineer noted that works were at 27.7% and quality of materials and workmanship was good. The CDO advised the contractor to pay workers on time to avoid sit down strike from happening again. The issue of the high voltage electric line to be relocated was yet to be handled. This was relocated in August 2023 as per engineer's progress report dated 15/08/2023.

### **Conclusion**

*1) Joint supervision was satisfactory.*

*2) Critical stages were observed; the sub-structure was properly supervised.*

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>A review of AWP and a sample of LG's payment vouchers for payments to 3 contractors for education Infrastructure projects implemented in FY2022/23 revealed that the LG initiated and made timely payments to contractors as per contract and implementation results.</p> <p><b>Evidence</b></p> <p>Payments to contractors are recommended to be made within 30 days after certification of works</p> <ol style="list-style-type: none"> <li>Request for Payment was made by M/s Cream General &amp; Technical Services on 6 June 2023 for the construction of a Seed Secondary School at Rwanyamahembe. DEO recommended payment on 12 June 2023. Payment Certificate was prepared and signed by the District Education Officer, District Community Development Officer, and Environment Officer and approved by the Chief Accounting Officer on 15 June 2023. The payment was made on Receipt No. 398 on 29 June 2023 i.e. This payment was made 13 days after certification of works.</li> <li>Request for Payment was made by M/s. Muma Construction Ltd on 05 June 2023 for the construction of one block of one Classroom with the Principal's Office and Store Phase I for UGX 63,325,507. DEO recommended payment on 15 June 2023. Payment Certificate was prepared on 13 June 2023 and signed by District Education Officer, District Community Development Officer, and Environment Officer and approved by the Chief Accounting Officer on 20 June 2023. The payment was made on Receipt No. 0238 dated on 30 June 2023 i.e. This payment was made 10 days after certification of works.</li> <li>Request for Payment was made by M/s Arthur Technical Services SMS Ltd on 23 May 2023 for the construction of a two-classroom block at Amabaare Primary School in Kashare Sub County for UGX 10,000,000. DEO recommended payment on 09 June 2023. Payment Certificate was prepared on 08 June 2023 and signed by the District Education Officer, District Community Development Officer, and Environment Officer, and approved by the Chief Accounting Officer on 14 June 2023. The payment was made on Receipt NO. 047 on 30 June 2023. i.e. This payment was made 16 days after the certification of works.</li> </ol>	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>There was evidence that the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, dated 23/03/2022. Items included the following:</p> <p>&gt;&gt;&gt; Construction of a 2-classroom block at Omukigando P/S, Rubaya S/C, budgeted for UGX 84,012,877/=.</p> <p>&gt;&gt;&gt; Construction of a 2-classroom block at Akarungu P/S, budgeted for UGX 84,012,877/=.</p> <p>&gt;&gt;&gt; Construction of a nursing school, budgeted for UGX 200,000,000/=</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><i>There was evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law.</i></p> <p><b>&gt;&gt;&gt; Construction of a Rwanyamahembe seed secondary school in Rwanyamahembe Town Council.</b></p> <p><i>Evaluation report available on file, dated 10/02/2022,</i></p> <p><i>Minutes of contract committee decisions dated (25/04/2022); project approved under minute number: (157/04/2021/2022). Note: the contracts committee for this project was of Lyantonde DLG (lead entity). Solicitor General cleared the contract on 9/09/2022, contract reference number: DLAS/MBR/085/2022.</i></p> <p><i>Contract agreement on file, dated 08/11/2022.</i></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>No grievance was referred under education despite Mbarara LG having a functional grievance redress mechanism which entailed the following; appointed focal person and committee members, an up-to-date complaints register, minutes of the GRC, and publicisation of the GRM to the public.</p>	3
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>There was evidence that the LG disseminated guidelines to provide for access to land (without encumbrances), proper siting of schools, green schools an energy and water conservation from a report dated 14th September 2022 had 34 participants attending the dissemination as per the attendance list. The dissemination held at the District head quarters in Mbarara.</p> <p>The head teachers of the three sampled schools; Rubindi Girls P/S (urban),Rwentojo P/S (semi-urban) and Rutoma Modern P/S (Rural) each had a copy of their guidelines and attended the dissemination.</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, score: 2, else score: 0</p>	<p>There was evidence that costed ESMPs were incorporated in the BoQs of projects implemented under education;</p> <p>BoQs for the construction of Rwanyamahembe seed school had costed ESMPs of UGX: 11,300,000 incorporated.</p> <p>BoQs for the construction of a 2-classroom block at Akarungu primary school had a costed ESMP of UGX: 2,004,000.</p> <p>BoQs for the construction of a 2-classroom block at Omukigando primary school had a costed ESMP of UGX: 2,004,000.</p> <p>BoQs for the construction of a 2-classroom block at Amabaare primary school had a costed ESMP of UGX: 2,004,000.</p>	2
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, score: 1, else score:0</p>	<p>There was evidence that education projects were implemented on land where the district had proof of ownership;</p> <p>Rwanyamahembe seed school- freehold under minute no- MDLB14/14/05(A) of 02/07/2014.</p> <p>Akarungu Primary School -Memorandum of Understanding between Akarungu Primary School and Mbarara DLG dated 01/06/2022.</p> <p>Omukigando p/s- Memorandum of Understanding between Omukigando Primary School and Mbarara DLG dated 05/02/2022.</p>	1
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>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, score: 2, else score:0</p>	<p>While the Environment officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs, this was done once and not every month as required.</p>	0

Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments

*Score: 1, else score:0*

There was evidence that the E&S certifications were approved and signed by the environmental officer and CDO before executing the project contractor payments;

The E&S certification form for the construction of Rwanyamahembe Seed secondary school was prepared on 14/06/2023 and the payment was made on 28/06/2023.

The E&S certification form for the construction of a 2-classroom block at Akarungi Primary School was prepared on 08/06/2023 and the payment was made on 28/06/2023.

The E&S certification form for the construction of a 2-classroom block at Amabaare Primary School was prepared on 28/04/2023 and the payment was made on 17/05/2023.

**Health  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
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"> <li>• By 20% or more, score 2</li> <li>• Less than 20%, score 0</li> </ul>	<p>The LG registered Increased utilization of Health Care Services of more than 20% increase in utilization of health care services in deliveries. The sampling done from all the Health facilities conducting deliveries from the health unit annual reports (HMIS 107) for financial years 2021/2022 and 2022/2023 indicated a 23% increment.</p> <p>In the financial year 2021/2022, total deliveries amounted to 3484 while 2022/2023 total deliveries amounted to 4296.</p> <p>Therefore, <math>(4296-3484)=812</math> divided by 3484, and then multiplied by 100, which equaled to 23%.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• 70% and above, score 2</li> <li>• 50% - 69%, score 1</li> <li>• Below 50%, score 0</li> </ul>	<p>The LG average score in the Health LLG performance assessment for 2023 was 100%.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:</p> <ul style="list-style-type: none"> <li>• 75% and above; score 2</li> <li>• 65 - 74%; score 1</li> <li>• Below 65; score 0</li> </ul>	<p>This indicator was not applicable</p>	0
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.</p>	<p>A review of the LG's Annual Budget Performance Report and Annual Budget Estimates for FY2022/23 revealed that the LG Health Development Grant was budgeted and spent on eligible activities as per the Health Grant and Budget Guidelines.</p> <p><b>Evidence</b></p> <p>Total Development Funds received by the LG was UGX 278,455,000</p> <ol style="list-style-type: none"> <li>1. Construction of OPD Block Bwizibwera HCIV UGX 278,455,000</li> </ol>	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>b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/suppliers score 2 or else score 0</p>	<p>The LG Health Officer, Engineer, Community Development Officer, and Environment Officer certified works implemented by the LG's Health Department in FY2022/23 before payments were made to contractors.</p> <p>Evidence</p> <ol style="list-style-type: none"> <li>1. Request for Payment was made by M/s Multiple Enterprises and Services Co. Ltd. on 12 June 2023 for the construction of a new Outpatients Department Block (Phase I) at Bwizibwera - Rutooma Town Council for UGX 140,819,612. Payment was recommended by the District Health Officer on 16 June 2023. Payment Certificate was prepared and signed by District Engineer, District Natural Resources Officer, District Health Officer and approved by the Chief Administrative Officer on 19 June 2023. The payment was made on 28 June 2023 EFT NO. 6424421.</li> <li>2. Request for Payment was made by M/s Multiple Enterprises and Services Co. Ltd. on 02 May 2023 for the construction of a new Outpatients Department Block (Phase I) at Bwizibwera - Rutooma Town Council for UGX 200,000,000. Payment was recommended by the District Health Officer on 09 June 2023. Payment Certificate was prepared and signed by District Engineer, District Natural Resources Officer, District Health Officer and approved by the Chief Administrative Officer on 09 May 2023. The payment was made on 26 May 2023 EFT NO. 5602739.</li> </ol>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If the variations in the contract price of sampled health infrastructure investments are within +/- 20% of the MoWT Engineers estimates, score 2 or else score 0</p>	<p>The LG had one (01) health infrastructure project in the previous FY.</p> <p>&gt;&gt;&gt; Construction of an OPD block; Contract reference number: MBR892/WRKS/2022-2023/00007; Contract sum UGX 278,205,562/=. The engineer's estimate dated 8/08/2022 was UGX 278,605,954/=. <i>This represented a variation of -0.144% of the MoWT Engineer's estimate.</i></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"> <li>• If 100 % Score 2</li> <li>• Between 80 and 99% score 1</li> <li>• less than 80 %: Score 0</li> </ul>	<p>The LG did not have HC II's being upgraded to HC III's in the previous FY.</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"> <li>• If above 90% score 2</li> <li>• If 75% - 90%: score 1</li> <li>• Below 75 %: score 0</li> </ul>	<p>The approved structure for HCIV and HC III facilities provides for staffing levels as follows: (i) HC IIIs – 19 and (ii) HC IVs – 49. A review of the data provided revealed that Mbarara DLG has one HC IV and six HC IIIs. The total number of staff found in-post at the time of assessment was one hundred fifty-six against the expected staffing of one hundred sixty-three for the seven facilities. Therefore, the total staffing level at HCIII at the time of assessment was found to be 96%.</p> <p>The following staffing levels were found:</p> <p><b>HC IV</b></p> <ol style="list-style-type: none"> <li>1. Bwizibwera HC IV - 55/49(112%)</li> </ol> <p><b>HC III</b></p> <ol style="list-style-type: none"> <li>1. Bubaare HC III - 17/19 (89%)</li> <li>2. Bukiiri HC III - 15/19 (79%)</li> <li>3. Kagongi HC III - 19/19 (100%)</li> <li>4. Rubaya HC III - 14/19 (74%)</li> <li>5. Rubindi HC III- 20/19 (105%)</li> <li>6. Kashari HC III - 16/19 ( 84%)</li> </ol>	2
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> <li>• If 100 % score 2 or else score 0</li> </ul>	<p><i>The LG did not have HC II's being upgraded to HC III's in the previous FY.</i></p> <p>The existing health facilities conformed to the approved MoH designs.</p>	2

**Performance Reporting and Performance Improvement**

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There was evidence that the information on positions of health workers filled was accurate. This was evidenced on the deployment staff lists from the DHO of November 2023 and that on the staff lists and attendance registers at the 3 sampled health facilities of Bukiro, Kagongi and Rubindi health facilities as indicated below;</p> <ol style="list-style-type: none"> <li>1. At Bukiro Health center III, 16 out of 19 staff were indicated on the deployment list at the DHO's office corresponded to the 16 staff list of 1st January 2023.</li> <li>2. At Kagongi Health center III, 19 out of 19 staff were indicated on the deployment list at the DHO's office which corresponded to the 19 staff list on the undated manila in the clinical room</li> <li>3. At Rubindi Health center III, 20 out of 19 staff was indicated on the deployment list at the DHO's office corresponding to the 20 staff list of 2023 on the notice board</li> </ol>	2
5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>No health facility was upgraded in the previous financial year. As it was agreed in the OPM thematic discussions, any LG without an upgrade scores maximum.</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 &amp; 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"> <li>• Score 2 or else 0</li> </ul>	<p>There was evidence that the Health facilities prepared and submitted Annual Work plans and budgets to the DHO for the previous financial year. The sampled health facilities of Bukiro HC III, Kagongi HC III and Rubindi HC III submitted as follows;</p> <ol style="list-style-type: none"> <li>1. Bukiro HC III submitted on 20th March 2022 as signed by the in-charge and the DHO</li> <li>2. Kagongi HC III submitted on 16th March 2022 as signed by the in-charge, HUMC chair and the DHO and;</li> <li>3. Rubindi HC III submitted on 16th March 2023 as signed by the in-charge and the DHO</li> </ol> <p>All the submissions were by 31st March which was within the timeline and also conformed to the prescribed formats.</p>	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>There was no evidence that the sampled Health facilities prepared and submitted to the DHO Annual Budget Performance Reports for the previous FY. No evidence of submission was availed to the assessment team during the assessment time. This was documented on the exit deflation form signed by the CAO</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>There was evidence that the health facility improvement plans incorporated performance issues for the current financial year. This was evidenced from the submissions of annual comprehensive work plan (HMIS 001) as guided by MOH to replace the work plans and PIPs.</p> <p>These performance issues were identified from the PIP facility included leadership/governance, human resources, medicines/supplies and facility specifics which included; antenatal care, HIV, Nutrition, Immunisation, Hygiene and health care waste care management.</p> <p>The samples and visited health facilities submitted their annual comprehensive work plans (HMIS001) which replaced the improvement plans which the MOH roll out nationally. The submissions were as follows;</p> <ol style="list-style-type: none"> <li>1. Bukiro HC III submitted on 20th March 2023 as signed by the DHO and approved by the CAO.</li> <li>2. Kagongi HC III submitted on 16th March 2023 as signed by the DHO and approved by the CAO.</li> <li>3. Rubindi HC III submitted on 16th March 2023 as signed by the DHO and approved by the CAO</li> </ol>	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>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <ul style="list-style-type: none"> <li>• score 2 or else score 0</li> </ul>	<p>There was evidence that the health facilities submitted HMIS 105 monthly reports which were 100% up to date and timely (7 days following the end of each month and quarter). Monthly and quarterly reports for the 3 sampled health facilities of Rubindi, Kagongi and Bukiro were indicated as follows;</p> <p>Rubindi HC III submitted as follows; 7th August, 7th September, 7th October, 7th November, 7th December, 7th January, 7th February, 7th March, 7th April, 7th May. 7th June and 7th July</p> <p>Kagongi HC III submitted as follows; 5th August, 7th September, 5th October, 5th November, 5th December, 5th January, 6th February, 3rd March, 4th April, 4th May, 5th June and 5th July.</p> <p>Bukiro HC III submitted as follows; 6th August, 6th September, 7th October, 7th November, 6th December, 7th January, 6th February, 6th March, 7th April, 5th May, 5th June and 2nd July</p> <p>All that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter</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>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>	This indicator was not applicable	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>	This indicator was not applicable	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>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 Health Department did not compile and submit timely Quarterly Budget Performance Reports for FY2022/23 to the Planner for consolidation.</p> <p><b>Evidence</b></p> <p>Q1 FY2022/23. Submitted on 8 December 2022 i.e. 30+ days after end of quarter</p> <p>Q2 FY2022/23. Submitted on 5 January 2023 i.e. within 30 days after end of quarter</p> <p>Q2 FY2022/23. Submitted on 10 May 2023 i.e. 30+ days after end of quarter</p> <p>Q4 FY2022/23. Submitted on 09 August 2023 i.e. 30+ days after end of quarter</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>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 did not develop an approved Performance Improvement Plan for the weakest performing health facilities as no evidence was availed to the assessment team.</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>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>The assessment team could not establish whether the LG implemented performance improvement plans for the lowest performing facilities as they were not catered for in the LG PIP.</p>	0

**Human Resource Management and Development**

7

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

Maximum 9 points on this performance measure

a) Evidence that the LG has:  
i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0

The LG did not budget for health workers following guidelines / staffing norms. Under the LG approved estimates, department of health, the LG budgeted for 194 instead of 246 health workers. The total number of staff was 246 on the approved structure and the filled posts were 195 staff. This indicated that  $(246-195) = 51$  staff who were not budgeted for.

The staffing norms included;

1. DHOs office staff deployed=9/11
2. 1 HC IV staff deployed=55/49
3. 6 HC IIIs staff deployed =94/114
4. 8 HC IIs staff deployed=40/72

Total deployed =195 out of 246 staff.

0

7

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

Maximum 9 points on this performance measure

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

Not all health facilities had the required 75% of the health staff required in accordance with the staffing norms. The staff lists of the assessed facilities against the staffing norms were;

1. Bwizibwera HC IV had  $55/49=112\%$
2. Bubaare HC III had  $17/19=89\%$
3. Bukiro HC III had  $16/19=82\%$
4. Kigongi HC III had  $19/19=100\%$
5. Rubaya HC III had  $14/19=74\%$
6. Rubindi HC III had  $20/19=105\%$
7. Kashare HC III had  $16/19=84\%$
8. Bwengure HC II had  $6/9=67\%$
9. Itara HC II had  $3/9=34\%$
10. Kariro HC II had  $5/9=56\%$
11. Karwesanga had  $4/9=45\%$
12. Mabira HC II had  $5/9=56\%$
13. Mugarutsya HC II had  $5/9=56\%$
14. Nyabisirira HC II had  $5/9=56\%$
15. Nyaruburango HC II had  $7/9=78\%$
16. DHT had  $9/11=81\%$

Rubaya, Bwengure, Itara, Kariro, Krwesanga, Mabira, Mugarutsya and Nyabisirira health facility staffing did not conform to the 75% guidelines.

0

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

There was evidence that 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;

This was evidenced on the deployment staff lists from the DHO of November 2023 and that on the staff lists and attendance registers at the 3 sampled health facilities of Bukiro Health centre III, Kagongi Health centre III and Rubindi Health centre III as indicated below;

1. At Bukiro Health center III, 16 out of 19 staff were indicated on the deployment list at the DHO's office corresponded to the 16 staff list of 1st January 2023 that was pinned on the notice board at the facility
2. At Kagongi Health center III, 19 out of 19 staff were indicated on the deployment list at the DHO's office which corresponded to the 19 staff list of the undated manila in the clinical room
3. At Rubindi Health center III, 20 out of 19 staff were indicated on the deployment list at the DHO's office corresponding to the 20 to the staff list of 2023 that was pinned at the Health facility notice board

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 of the health facilities visited indicated the name of the facility, name of the staff, cadre, and gender among others as they appeared on the health facility notice boards

1. At Bukiro Health center III, the 16 staff list of 1st January 2023 was pinned on the notice board at the facility
2. At Kagongi Health center III, the 19 staff list of 2023 on the manila was pinned at the Health clinical room.
3. At Rubindi Health center III, the 20 staff list of 2023 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

Mbarara DLG has a total of fifteen health facilities and Health facility In-Charges were appraised as shown hereunder.

1. Nabaasa Willis, Senior Clinical Officer, In-Charge Bubaare HC III, appraised 30th June 2023 as seen in the APR.
2. Bukwatsizo Atukunda Phina , Enrolled Nurse, In-Charge Nyabisirira HC II, appraised 26th June 2023 as seen in the APR.
3. Kanyesigye Hillary, Enrolled Nurse, In-Charge Itara HC II, appraised 4th June 2023 as seen in the APR.
4. Basemera Grace, Senior Clinical Officer, In-Charge Rubindi HC III, appraised 30th June 2023 as seen in the APR.
5. Tushabirwe Joseline, Enrolled Nurse, In-Charge Bwengure HC II, appraised 30th June 2023 as seen in the APR.
6. Nakabuye Catherine, Clinical Officer, In-Charge Bukiro HC III, appraised 1st June 2023 as seen in the APR.
7. Kemboneko Patience, Enrolled Nurse, In-Charge Kariro HC II, appraised 30th June 2023 as seen in the APR.
8. Taremwa Duncan, Enrolled Nurse, In-Charge Mugarutsya HC II, appraised 30th June 2023 as seen in the APR.
9. Twinomugisha Jane, Enrolled Nurse, In-Charge Mabira HC II, appraised 22nd June 2023 as seen in the APR.
10. Nabaasa Willis, Senior Clinical Officer, In-Charge Kashare HC III, appraised 30th June 2023 as seen in the APR.
11. Nabaasa Charity, Clinical Officer, In-Charge Kagongi HC III, appraised 30th June 2023 as seen in the APR.
12. Atukwase Serina, Enrolled Nurse, In-Charge Rubaya HC III, appraised 9th June 2023 as seen in the APR.
13. Dr. Ampaire Ruth, Medical Officer, In-Charge Bubaare HC III, appraised 30th November 2023 as seen in the APR (appointed 18th May 2023).
14. Ainembabazi Rachel, Enrolled Nurse, In-Charge Nyarubungo HC II, appraised 9th June 2023 as seen in the APR.
15. Dr. Atuhairwe Richard, Senior Medical Officer, In-Charge Bwizibwera HC IV, appraised 30th June 2023 as seen in the APR .

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

Mbarara DLG 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 for the year under review as illustrated hereunder.

1. Namusoke Asenath, Nursing Officer, Bukiro HC III, appraised 30th June 2023 as seen in the APR.
2. Mugabirwe Pheobe, Laboratory Assistant, Bwiziibwera HC IV, appraised 11th June 2023 as seen in the APR.
3. Birungi Louis -Laboratory Assistant, Bukiro HC III, appraised 1st June 2023 as seen in the APR.
4. Turigye Jimmy -Ophthalmic Clinical Officer, Bwiziibwera HC IV, appraised 11th June 2023 as seen in the APR.
5. Nafuna Aisha - Enrolled Midwife, Bubare HC III, appraised 9th June 2023 as seen in the APR.
6. Kembabazi Brenda - Enrolled Nurse, Bwiziibwera HC IV, appraised 13th June 2023 as seen in the APR.
7. Tuwangye Moses - Clinical Officer, Bwiziibwera HC IV, appraised 30th June 2023 as seen in the APR.
8. Atukwase Evas - Nurse, Bubare HC III, appraised 9th June 2023 as seen in the APR.
9. Mwijukye Deus - Laboratory Assistant, Rubaya HCIII, appraised 8th June 2023 as seen in the APR.
10. Nassali Caroline -Laboratory Technician, Bwizibwera HCIV, appraised 27th June 2023 as seen in the APR.



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>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>Mbarara DLG took corrective action based on appraisals as evidenced by the DHO handling a case of indiscipline levied against Tiwinokwesiga Denis -Enrolled Nurse, Rubaya HC III in a report dated 12th June 2023. The officer was accused of refusal to dress in official uniform, extortion of money from clients, impersonation and insubordination and appeared before the Health Disciplinary Committee on 29th May 2023. All matters were addressed with the Officer disassociating himself from the accusations. The meeting resolved to attach the Officer to the DHO's office for one month for mentoring on public officers conduct and the DHO formally warn him. The Officer apologised as seen in a letter date 30th May 2023 acknowledging the accusation and committing to change.</p>	2
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>The LG conducted trainings of health workers (Continuous Professional Development) in accordance to the training plans. This was established from the training plan of 2nd July 2022 and data base of 3rd July 2023. The conducted trainings included;</p> <ol style="list-style-type: none"> <li>1. Training of health workers on smart paper technology dated 2nd June 2023</li> <li>2. Training of health workers on EPI-immunisation and vaccination dated 27th September 2022</li> <li>3. Training of health workers on Malaria in pregnancy dated 21st March 2023.</li> <li>4. Training of health workers on electronic IDSR on family planning dated 27th July 2022</li> <li>5. Training of health workers on the use of sexual assault kits dated 16th November 2022.</li> </ol>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>There was evidence that the LG documented the CPD trainings in the training data base. This was evidenced from the training data base of 3rd July 2023. It consisted of the serial number, the nature of the training, the training date, number of trained health workers, the objective of the training, the expected out puts and the training institution</p>	1

**Management, Monitoring and Supervision of Services.**

9	<p>N23_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>There was no evidence that the CAO confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) that missed or written incorrectly and notified the MOH in writing by September 30th . No documentation was availed to the assessment team during the assessment time.</p>	0
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9

N23\_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

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

A review of Budget Estimates FY2022/23 revealed that the LG allocated less than 15% of PHC NWR Grant for Lower Level Facilities FY2022/23 towards monitoring service delivery and management of LG Health services.

**Evidence**

1. DHO Allocation for monitoring service delivery & management of LG Health Services UGX 24,000,000
2. PHC NWR UGX 183,647,586+3,225,742 = UGX 186,873,328

**Calculation**

DHO Allocation/PHC NWR\*100

24,000,000/186,873,328\*100= 12.8% (i.e. this is within 15% maximum allowed in Sector Grant Guidelines)

2

9

N23\_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

A review of PBS timestamps from MoFPED of LG warrant submissions of PHC NWR to Health Facilities revealed that the LG in FY2022/23, warranted more than 5 working days after cash limits for the LG were uploaded in the PBS by MoFPED

**Evidence**

Q1 FY2022/23. Cash limit uploaded by MoFPED on 25 July 2022. LG warranted on 06 August 2022 i.e. 5+ working days

Q2 FY2022/23. Cash limit uploaded by MoFPED on 07 October 2022. LG warranted on 18 October 2022 i.e. 5+ working days

Q3 FY2022/23. Cash limit uploaded by MoFPED on 05 January 2023. LG warranted on 18 January 2023 i.e. 5+ working days

Q4 FY2022/23. Cash limit uploaded by MoFPED on 14 April 2023. LG warranted on 19 April 2023 i.e. 5+ working days

0

N23\_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

A review of transfers to 3 health facilities sampled from the LG Cost Centre List & LLG allocation release provided by MoFPED revealed that the LG communicated PHC NWR grant releases for FY2022/23 to health facilities before releasing the grants.

#### Evidence

##### Mabira HC II

Q1 FY2022/23. EFT No. 287089 was dated 15 August 2023. Communication made on 9 August 2022 i.e. Communication made before release of grants to HC.

Q2 FY2022/23. EFT No. 1500772 was dated 19 October 2022. Communication made on 12 October 2023 i.e. Communication made before release of grants to HC.

Q3 FY2022/23. EFT No. 3249194 was dated 23 January 2023. Communication made on 5 January 2023 i.e. Communication made before release of grants to HC.

Q4 FY2022/23. EFT No. 4884421 was dated 26 April 2023. Communication made on 12 April 2023 i.e. Communication made before release of grants to HC.

##### Rubaya HC III

Q1 FY2022/23. EFT No. 277618 was dated 15 August 2022. Communication made on 9 August 2022 i.e. Communication made before release of grants to HC.

Q2 FY2022/23. EFT No. 1492394 was dated 19 October 2022. Communication made on 12 October 2023 i.e. Communication made before release of grants to HC.

Q3 FY2022/23. EFT No. 3244343 was dated 23 January 2023. Communication made on 5 January 2023 i.e. Communication made before release of grants to HC.

Q4 FY2022/23. EFT No. 4872415 was dated 26 April 2023. Communication made on 12 April 2023 i.e. Communication made before release of grants to HC.

##### Bwizibwera HC IV

Q1 FY2022/23. EFT No. 277621 was dated 15 August 2022. Communication made on 9 August 2022 i.e. Communication made before release of grants to HC.

Q2 FY2022/23. EFT No. 1492397 was dated 19 October 2022. Communication made on 12 October 2023 i.e. Communication made before release of grants to HC.

Q3 FY2022/23. EFT No. 3244346 was dated 23 January 2023. Communication made on 5 January 2023 i.e. Communication made before release of grants to HC.

Q4 FY2022/23. EFT No. 4872418 was dated 24 April 2023. Communication made on 12 April 2023 i.e. Communication made before release of grants to HC.

N23\_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

Despite the fact that the LG publicized all the quarterly financial releases to all health facilities, the two were beyond 5 working days from the date of receipt of the expenditure limits from MoFPED. These were posted on DHOs and the visited health facility notice boards as noted below;

1. Q1 posted on 9th August 2022, publicized a release of 28,986,713/= (06 August 2022- 5 working days)

2. Q2 posted on 13th October 2022, publicized a release of 86,960,138/= (18 October 2022.-5 working days)

3. Q3 posted on 5th January 2023, publicized a release of 57,973,428/= (18 January 2023, 5+ working days)

4. Q4 posted on 12th April 2023, publicized a release of 57,973,428/= (19 April 2023 , 5+ working days)

Quarter 3 and 4 communications were beyond 5 working days.

10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.	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	There was evidence that the LG health department implemented the actions recommended by the DHMT quarterly performance review meetings held during the previous FY. The following recommendations were implemented as observed from the implementation of actions as noted from quarter 2 of 25th November 2022	2
	Maximum 7 points on this performance measure		<ol style="list-style-type: none"> <li>1. Staff attendance registers at health facilities were not closed at 8:30am. The facility in-charges were urged to ensure that all registers should be closed by the confirmed time.</li> <li>2. HUMC meetings were not sitting regularly. The HUMC chairpersons were encouraged to coordinate with members and were also guided on formation of sub committees.</li> <li>3. No requisitions for medicines and poor monitoring of the temperature for vaccines observed at Rubindi HC. The in-charge and the EPI focal persons were tasked to take up the actions</li> <li>4. No specific designated area for storage of expired medicines as noted at Nyamirama HC. The ic-charge and the stores person were tasked to follow the procedures of medicine management.</li> </ol> <p>These recommendations were implemented as evidenced from the quarterly review meeting minutes and implementation reports dated;</p> <ol style="list-style-type: none"> <li>1. Q1 dated 14th September 2022</li> <li>2. Q2 dated 25th November 2022</li> <li>3. Q3 dated 17th March 2023 and</li> <li>4. Q4 dated 26th June 2023</li> </ol>	
10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.	b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0	<p>There was evidence that 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;</p> <ol style="list-style-type: none"> <li>1. Q1 dated 14th September 2022 attendance list had 17 participants.</li> <li>2. Q2 dated 25th November 2022 attendants list had 17 participants.</li> <li>3. Q3 dated 17th March 2023 attendance list had 18 participants and</li> <li>4. Q4 dated 26th June 2023 attendance list had 17 participants.</li> </ol> <p>The participants included all Health Facility In-charges, focal persons, Implementing partners and the District Health Team</p>	1
	Maximum 7 points on this performance measure			

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p>	<p>There was evidence that the LG supervised 100% of HC IVs and staff adherence to PNFPs (Bwizibwera HC IV, St. Francis Makongi and St. Joseph Rubindi) receiving PHC grant) at least once every quarter in the previous FY. This was evidenced from the quarterly support supervision reports as indicted below;</p>	1
<p>Maximum 7 points on this performance measure</p>	<p>If not applicable, provide the score</p>	<ol style="list-style-type: none"> <li>1. Quarter one supervision report dated 29th September 2022</li> <li>2. Quarter two supervision report dated 6th December 2022</li> <li>3. Quarter three report dated 14th April 2023 and;</li> <li>4. Quarter four report dated 15th June 2023</li> </ol>	<p>Some of the recommendations as evidenced from quarter 2 of 29th September 2022 included;</p>	
		<ol style="list-style-type: none"> <li>1. Staff adherence to putting on uniforms daily</li> <li>2. Use different fridges for blood and vaccines as opposed to using one for both specimens</li> <li>3. Proper documentation into the service registers for quality data</li> </ol>	<p>These gaps were discussed and actions implemented as noted.</p>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p>	<p>There was evidence that DHT ensured that the Health Sub District of Kashaari carried out support supervision of lower level health facilities within the previous FY</p>	1
<p>Maximum 7 points on this performance measure</p>	<p>• If not applicable, provide the score</p>	<p>This was evidenced from the HSD Support Supervision and Monitoring visit reports of the health sub districts as indicated below;</p>	<ol style="list-style-type: none"> <li>1. Q1 report dated 19th October 2022</li> <li>2. Q2 report dated 16th November 2022</li> <li>3. Q3 report dated 22nd March 2023 and,</li> <li>4. Q4 report dated 23rd June 2023</li> </ol>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>There was evidence that the LG used results/ reports from discussion of the support supervision and monitoring visits and made recommendations for specific corrective actions. The implementation of these were followed up as noted form quarter 2;</p>	1
<p>Maximum 7 points on this performance measure</p>		<ol style="list-style-type: none"> <li>1. At Rubaya HC III, family planning and GBV register was not completely filled and incomplete emergency tray. Midwives were mentored on proper documentation.</li> </ol>	<ol style="list-style-type: none"> <li>2. At Makonji HC II, no monthly meeting taking place and EPI charts not well plotted. Facility in-charges should hold monthly meetings and the midwives were guided on how to plot the immunization graphs.</li> </ol>	
		<ol style="list-style-type: none"> <li>3. At Itara HC II, the dispensing log was not regularly updated. The in-charge followed up on this by ensuring that the records persons properly updates the log</li> </ol>		

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

Maximum 7 points on this performance measure

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

There was evidence that the LG provided support to all health facilities in the management of medicines and health supplies in FY 2022/2023. These reports indicated that guidance was given to health facility in-charges on secure, safe storage and disposal of medicines and health supplies

The feedback and guidance given to the in-charges as extracted from quarter 1 report dated 10th October 2022 and discussed in the DHT meetings as noted on 25th November 2022 included;

At Nyaburungo HC II; opened bottles and tins at dispensary not labelled with date of 1st opening, no specific designated storage area for expired drugs and inadequate labelling of medicine envelopes. Mentorship and guidance was given to the in-charge and entire staff for quality medicine management.

At Karilo HC II; over prescription of antibiotics, incomplete labelling of dispensing envelopes and no power back up of the vaccine refrigerator. The facility team was mentored on proper follow up of the WHO and NSTG management and guidelines of common disease conditions. Feedback was also given on complete labelling of the medicines envelopes.

At Bubaare HC III; patients at the dispensary were not well educated on expected adverse drug effects and reactions, open tins at dispensary not labelled. The in-charge and facility team were mentored and feedback was given for quality medicine management.

More of the feedback was evidenced from the quarterly medicine management, supervision and monitoring reports of;

1. Q1 dated 10th October 2022
2. Q2 dated 14th January 2023
3. Q3 dated 10th April 2023
4. Q4 dated 21st August 2023

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

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

A review of LG's Annual Budget Estimates for FY2022/23 revealed that the LG allocated less 30% of the Health Office budget to health promotion, education and prevention (Community Health) activities.

#### Evidence

DHO Budget UGX 45,020,369

DHO Budget FY2022/23 allocated to health promotion and prevention activities

24 October 2022 Facilitation for EPI Services UGX 470,000

21 January 2023 Facilitation for EPI Services UGX 350,000

04 May 2023 Facilitation for EPI Ugx 350,000

24 October 2022 Health Promotion and Education UGX 1,010,000

04 May 2023 Health Promotion and Education UGX 650,000

27 January 2023 Health Promotion and Education UGX 650,000

24 October 2022 Integrated Support Supervision to Health Facilities UGX 1,100,000

24 October 2022 Integrated Support Supervision to Health Facilities UGX 372,000

29 March 2023 Integrated Support Supervision to Health Facilities UGX 1,280,000

Total UGX 6,232,000

Allocations/DHO Budget\*100= 6,232,000/45,020,369 = 13.8% (i.e. less than at least 30% allowed by Guidelines)

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>b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0</p>	<p>There was evidence that the DHT implemented health promotion, disease prevention and social mobilization activities. The implemented activities were evidenced from the Health promotion reports of the previous financial year below;</p> <ol style="list-style-type: none"> <li>1. Distribution of mass polio IEC materials</li> <li>2. Community integrational dialogues for family planning</li> <li>3. Radio talk shows for integrated child health days and other interventions</li> <li>4. Awareness campaigns on malaria in pregnancy</li> </ol> <p>Note; the above activities were noted from quarter 1 and 2 reports.</p> <p>The quarterly health promotion and education reports were availed to the assessment team as noted below;</p> <ol style="list-style-type: none"> <li>1. Quarter one report dated 3rd October 2022</li> <li>2. Quarter two report dated 6th January 2023</li> <li>3. Quarter three report dated 3rd April 2023 and</li> <li>4. Quarter four report dated 2nd July 2023.</li> </ol>	<b>1</b>
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11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p>	<p>There was evidence that the District health team followed up the actions on health promotion and disease prevention from the progress reports and minutes of the conducted health promotion activities.</p> <p>The follow up actions as noted from quarter 1 and 2 dated 2nd October 2022 and 6th January 2023;</p> <ol style="list-style-type: none"> <li>1. Increased polio uptake among the children by 95% in the district as noted from the DHIS 2</li> <li>2. Increased family planning uptake among the women of reproductive age in the district by 30% as noted from the HMIS report of October to December 2022</li> <li>3. Increased number of children immunized achieved 88% coverage</li> <li>4. Increased number of children dewormed</li> <li>5. Increased knowledge about family planning methods</li> </ol>	<b>1</b>
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**Investment Management**

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>There was evidence that the LG had an updated asset register that set out the health facilities and equipment relative to basic standards as per the format.</p> <p>The asset register for the financial year 2022/2023 assets dated 20th November 2023. This asset register detailed health facility and equipment in the LG, relative to the medical equipment list and service standards.</p> <p>The standard list of medical equipment for Health Facilities and service standards were availed</p>	<b>1</b>
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12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p> <p>score 1 or else score 0</p>	<p>The LG conducted desk appraisals for all Health sector projects implemented in FY2022/23, the prioritized projects were derived from the LG DPIII and eligible for expenditure as per sector guidelines and funding source.</p> <p><b>Evidence</b></p> <p>Desk appraisal for Phase I construction of a new OPD Block at Bwizibwera HCIV was completed on 18 November 2021. Investment Project was derived from DPIII Page 112.</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>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 completed field appraisals for the Health sector projects implemented in FY2022/23 to establish their technical feasibility, environmental and social acceptability, and customized designs.</p> <p><b>Evidence</b></p> <p>Field appraisal for Phase I construction of a new OPD Block at Bwizibwera HCIV was completed on 20 January 2022.</p>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>There was evidence that the health facility investment was screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist;</p> <p>Construction of the new OPD phase1 at Bwizibwera HC IV was screened on 02/07/2022 with mitigation measures costed at UGX: 1,590,000.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY ) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was 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. The plan was dated 29/03/2023 and submitted on the same day, 29/03/2023.</p> <p>Items were two (02):</p> <p>&gt;&gt;&gt; Phase II, construction of OPD at Bwizibwera HC IV, budgeted for UGX 100,000,000/=</p> <p>&gt;&gt;&gt; Completion of a staff house at Kashare HC III, budgeted for UGX 49,000,000/=.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There was evidence that the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY, submitted on 17/7/2023.</p> <p>Item:</p> <p>&gt;&gt;&gt; Phase II, construction of OPD at Bwizibwera HC IV, budgeted for UGX 90,183,674/=</p>	1



13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>There was evidence that 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:</p> <p>&gt;&gt;&gt; Construction of an OPD block; Contract reference number: MBR892/WRKS/2022-2023/00007; Contract sum UGX 278,205,562/=.</p> <p><i>Contracts committee approved the contract on 19/12/2022, under minute number: 58/12/2022/2023.</i></p> <p><i>Solicitor General cleared the contract on 23/01/2023, reference number: DLAS/MBR/010/2023.</i></p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p><b>The LG did not have HC II's being upgraded to HC III's in the previous FY.</b></p> <p>However,</p> <p>In a letter dated 16/08/2022, the CAO appointed the project implementation team for all projects in the LG and had the following members:</p> <ol style="list-style-type: none"> <li>1) District planner</li> <li>2) District health officer</li> <li>3) District education officer</li> <li>4) Senior procurement officer</li> <li>5) Ag. district natural resources officer</li> <li>6) Civil engineer (water)</li> <li>7) Civil engineer</li> <li>8) District internal auditor</li> <li>9) Ag. district community development officer.</li> </ol> <p><i>However, the appointment letter lacked a labour officer.</i></p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>The LG did not have HC II's being upgraded to HC III's in the previous FY.</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><b>The LG did not have HC II's being upgraded to HC III's in the previous FY.</b></p> <p>Note:</p> <p>The LG did not have a clerk of works on the project for the construction of an OPD block; Contract reference number: MBR892/WRKS/2022-2023/00007.</p>	1

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	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	The LG did not have HC II's being upgraded to HC III's in the previous FY.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score		
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	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	The LG did not have HC II's being upgraded to HC III's in the previous FY.	1
	Maximum 10 points on this performance measure	If there is no project, provide the score		
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines	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 Health Officer certified and recommended payments to contractors implementing Health Projects in FY2022/23 within 10 working days after the payment request was made by contractors.	1
	Maximum 10 points on this performance measure		<p><b>Evidence</b></p> <p>1. Request for Payment was made by M/s Multiple Enterprises and Services Co. Ltd. on 12 June 2023 for the construction of a new Outpatients Department Block (Phase I) at Bwizibwera - Rutooma Town Council for UGX 140,819,612. Payment was recommended by the District Health Officer on 16 June 2023. Payment Certificate was prepared and signed by District Engineer, District Natural Resources Officer, District Health Officer and approved by the Chief Administrative Officer on 19 June 2023. The District Health Officer recommended payment and certified works within 5 working days The payment was made on 28 June 2023 EFT NO. 6424421.</p> <p>2. Request for Payment was made by M/s Multiple Enterprises and Services Co. Ltd. on 02 May 2023 for the construction of a new Outpatients Department Block (Phase I) at Bwizibwera - Rutooma Town Council for UGX 200,000,000. Payment was recommended by the District Health Officer on 09 May 2023. Payment Certificate was prepared and signed by District Engineer, District Natural Resources Officer, District Health Officer and approved by the Chief Administrative Officer on 09 May 2023. The District Health Officer recommended payment and certified works within 5 working days. The payment was made on 26 May 2023 EFT NO. 5602739.</p>	

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p><i>There was evidence that evidence that the LG had a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law.</i></p> <p><i>The LG had one (01) health infrastructure contract in the previous FY.</i></p> <p><b>&gt;&gt;&gt; Construction of an OPD block; Contract reference number: MBR892/WRKS/2022-2023/00007; Contract sum UGX 278,205,562/=.</b></p>	1
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*Contracts committee approved the contract on 19/12/2022, under minute number: 58/12/2022/2023. Solicitor General cleared the contract on 23/01/2023, reference number: DLAS/MBR/010/2023.*

*Contract agreement dated 25/01/2023 (available on file).*

*Evaluation report dated 9/11/2022. (available on file).*

**Environment and Social Safeguards**

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There were no grievances recorded under Health despite the LG having a functional grievance redress mechanism which entailed; an updated complaints register, appointed focal person and committee, minutes of the GRC and publicization of the mechanism.</p>	2
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15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was evidence that 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 Medical waste management guidelines of 2022 disseminated on 2nd February 2023</p>	2
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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 local infrastructure for managing medical waste. Green label services ltd was the service provider contracted to manage medical waste. This was evidenced from the Memorandum of Understanding dated 26th June 2023.</p>	2
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15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence of Health care waste management trainings were conducted. This was evidenced from the training report of training of environmental health staff on health care waste management dated 2nd February 2023.</p>	1
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16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	There was evidence that a costed ESMP was incorporated into the BoQs of the health infrastructure project of the previous FY;  Construction of the new OPD phase1 at Bwizibwera HC IV had a costed ESMP of UGX:1,590,000 incorporated in the BoQs.	2
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0	There was evidence the health sector project was implemented on land where the LG had proof of ownership;  Bwizibwera HC IV: Certificate of title- Freehold register, volume MBR 112 Folio 19 block (road ) 5 plot 75 at Bwizibwera dated 12/12/2025.	2
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.	The Environment Officer and CDO conducted support supervision and monitoring of the health project to ascertain compliance with ESMPs only once and not every month per assessment procedure.  Construction of the new OPD phase1 at Bwizibwera HC IV had a monitoring report dated 26/04/2023	0
	Maximum 8 points on this performance measure			
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments	d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0	There was evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices;  The E&S certification form for the construction of the new OPD phase1 at Bwizibwera HC IV was prepared on 02/05/2023 and payment was made on 17/05/2023.	2
	Maximum 8 points on this performance measure			

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Water &amp; 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"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	<p>According to Ministry of Water and Environment (MoWE) Management Information Systems (MIS) report, the LG had 96% of district rural water sources functional.</p>	<b>2</b>
1	<p>Water &amp; 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 &amp; 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"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	<p>Review of the MoWE MIS report, it was established that Mbarara District LG had 99% of the water sources with functional water and sanitation committees with documented water user fee collection records and utilization with approval.</p>	<b>2</b>
2	<p>N23_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. If LG average scores is;</p> <ul style="list-style-type: none"> <li>• Above 80%, score 2</li> <li>• 60% - 80%, score 1</li> <li>• Below 60%, score 0</li> </ul>	<p>The LG average score in the Water LLG performance assessment for 2023 was 100%</p>	<b>2</b>

2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</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>The LG did not implement water projects in some low served sub-counties in FY 2022/2023 however, evidence was tabled to justify the implementation. The LG had signed MoUs with the Ministry of Water and Environment-Directorate of Water Development to implement large water projects in low served LLGs.</p> <p>According to the MIS report FY 2022/2023, the LG had a safe water coverage of 69%. The sub-counties of Rubaya Biharwe with 17%, Kashare with 44%, Rubaya with 54%, Rwanyamahembe with 63% and Bubaare with 66% were reported below district average. From the Annual Plan and Budget FY 2022/23, the LG had a total development grant of UGX 625,876,176/= and implemented the following projects.</p> <p>a) Construction of Kigoro-Kyabilanga solar powered piped water supply system in Bukiro sub-county with coverage of 95% at UGX 347,665,397/=</p> <p>b) Drilling and installation of 07 boreholes distributed as follows; Rubaya (02), Bubaare (02), Kashare (02) and Rwanyamahembe (01) at UGX 172,859,400/=</p> <p>c) Sitting and supervision of 07 boreholes at UGX 22,892,000/=</p> <p>d) Rehabilitation of 10 boreholes at UGX 30,000,000/=</p> <p>During the LG assessment exercise, there were MoUs tabled as evidence signed between the Ministry of Water and Environment-Directorate of Water Development and Mbarara District LG for provision of safe/ piped water supply system. For example, the signed MoU dated 29th/05/2023 for provision of safe water in Kitookye-Mabira RGC.</p> <p>The Directorate of Water Development, Water and Sanitation Development Facility-Southwest signed MoU with the LG for provision of safe water in Rubaya RGC, Rubaya sub-county that was below district average.</p> <p>MoU signed between the LG and Directorate of Water Development for provision of safe water to Nyabisirira community in Kashare sub-county. It was established that underserved sub-counties were beneficiaries of the multi-billions piped water projects implemented by the Ministry of Water and Environment.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If variations in the contract price of sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates</p> <p>o If within +/-20% score 2</p> <p>o If not score 0</p>	<p>There was evidence from the sampled contracts that the price variations between Engineer's Estimates and Contract prices were within the range of +/-20%. The sampled contracts included;</p> <p>a) Construction of Kigoro-Kyabilanga solar powered piped water system that had Engineer's Estimates of UGX 351,176,176/=. Review of contract agreement signed between Mbarara District LG and M/S DAIKAM Technologies Ltd Ref.Mbar 892/Wrks/2022-2023/00002 dated 23rd/01/2023, the contract price was UGX 347,065,397/=, The price variation was 1%</p> <p>b) The drilling and installation of 07 boreholes had Engineer's Estimates of UGX 175,000,000/=. From the reviewed contract agreement signed between Mbarara DLG and M/S MAMA Borewells Africa Ltd Ref.Mbar892/Wrks/2022-2023/00001 dated 31st/01/2023 the contract price was UGX 172,859,400/=. The contract had a price variation of 1.2%.</p> <p>c) Sitting and supervision of 07 boreholes; the engineer's estimates was UGX 24,500,000/=. Review of the contract agreement signed on 10th/01/2023 between the LG and M/S ROK Technical Services Ltd Ref. Mbar 892/srvcs/2022-2023/0002 the contract price was UGX 22,892,000/=. The price variation was -6.5%</p>	2
2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <p>o If 100% projects completed: score 2</p> <p>o If 80-99% projects completed: score 1</p> <p>o If projects completed are below 80%: 0</p>	<p>There was evidence that all implemented WSS projects were completed within FY 2022/2023. Reviewed was the annual budget performance report dated 17th/07/2023. In the narrative section page 4 (progress of procured projects) all implemented projects were reported completed to 100%. In the excel sheet of the APR, the sitting and supervision of 7 boreholes, construction of Kigoro-Kyabilanga solar powered water supply system, drilling of 07 boreholes and rehabilitation of 13 boreholes were reported to be at 100% completion by end of FY 2022/2023.</p>	2

3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <p>o If there is an increase: score 2</p> <p>o If no increase: score 0.</p>	<p>Review of the MoWE MIS reports, there was evidence of increase in functionality of rural water facilities across the FYs under review. It was established that the LG had rural source functionality of 94% in FY 2021/2022. The percentage increased to 96% in subsequent FY. There was an increment of 2% registered hence the awarded score.</p>	2
3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water &amp; sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 1% score 2</p> <p>o If increase is between 0-1%, score 1</p> <p>o If there is no increase : score 0.</p>	<p>The LG had a very high percentage of rural sources with functional water and sanitation committees. Functionality was at 99% in FY 2021/2022. However, the figure remained static in FY 2022/2023. There was no registered increase hence the score awarded.</p>	0

**Performance Reporting and Performance Improvement**

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>There was accuracy in reporting about the WSS facilities constructed in FY 2022/2023 and the performance was as reported. In the Annual Budget Performance Report on page 4 the status of implemented projects was reported (% physical completion) The excel sheet in the report capture physical completion against the budget line where all projects were reported completed in their respective localities.</p> <p>During field work of sampled projects in the sub-counties of Bubaare for drilling of borehole at Katongo village, Rwanyamahembe seed school for drilling of borehole (this was in line with grant guidelines-extension of Safewater to UglIFT projects) and Bukiro sub-county for piped water supply system. All the sampled WSS facilities were established to be in existence as reported in the APR.</p>	3
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p>	<p>There was proof the LG Water Office collected and compiled quarterly information on sub-county water supply and sanitation, functionality of facilities and committees, hygiene and community involvement. Information on safe water coverage per sub-county was captured, functional committees and those that need to be rejuvenated.</p> <p>The reports equally captured issues concerning critical requirements, regarding hygiene and sanitation, Rubindi sub-county was the selected beneficiary for the hygiene and sanitation sub-grant while the reports captured initial baseline on latrine coverage, coverage on improvement, hand washing and existence of HWFs in households. Information was collected and compiled as follows;</p> <p>Quarter one report dated 31st/10/2022, quarter two report on 9th/01/2023. quarter three report on 17th/04/2023 and quarter four report on 5th/06/2023.</p>	2

<p>5</p> <p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p>	<p>There was evidence that the LG Water Office updated the MIS (WSS data) quarterly with water supply and sanitation information. This was done using the MoWE-Rural water supply standard data forms that capture location of facilities (sub-counties, parishes, villages and area) population served, functionality of facilities and committees, equity, gender and environment. Submissions from Mbarara DLG were received by MoWE Central Registry on the following dates.</p> <p>Q1 on 4th/10/2022, Q2 on 10th/01/2023, Q3 on 6th/04/2023 and Q4 on 17th/07/2023</p>
<p>5</p> <p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p>	<p>From the verified LLG performance results by the OPM, Mbarara District had scored 100% in Water and environment during LLGs performance assessment. All the sub-counties scored 10/10 in the indicators assessed. The LG did not register 25% of lowest performing LLGs hence development of Performance Improvement Plans (PIPs) was not applicable in the FY under review.</p>

**Human Resource Management and Development**

<p>6</p> <p>Budgeting for Water &amp; Sanitation and Environment &amp; Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water &amp; Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation &amp; hygiene); 1 Engineering Assistant (Water) &amp; 1 Borehole Maintenance Technician: Score 2</p>	<p>A review of the Mbarara District Local Government Budget Estimates for FY 2023/24(Vote 892), the Water Officer budgeted for the critical staff as found at page 53 sub-programme water.</p>
<p>6</p> <p>Budgeting for Water &amp; Sanitation and Environment &amp; Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment &amp; Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>A review of the Mbarara District Local Government Budget Estimates for FY 2023/24(Vote 892), the District Natural Resources Officer budgeted for the critical staff as found at page 57 sub-programme Natural Resources.</p>



7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>Mbarara DLG District Water Officer did not appraise all the District Water Office staff within the stipulated time (30th June 2023) for the period under review as shown below.</p> <p>1. <b>Assistant Water Officer (Mobilisation)</b> - Mwiine Job Bigombe. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 15th December 2023.</p> <p>2. <b>Borehole Maintenance Technician</b> - Kashajja Kenneth. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 8th July 2023.</p>	0
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3</p>	<p>There was evidence water department staff were appraised and capacity gaps identified. Presented during assessment was the Capacity Needs Assessment (CNA) for staff of Water Office dated 3rd/07/2023 addressed to CAO through the Principal Human Resource Officer (PHRO)</p> <p>1-Joseph Muchunguzi (Civil Engineer-Water) reported to have gaps in technical reporting</p> <p>2-Edgar Nuwagaba (Assistant Engineering Officer) with gaps in software designing. Three-month training in software designing was recommended.</p> <p>3-Mwine Job B (ADWO-Mobilization) with gaps in community mobilization and facilitation skills. One month training was recommended.</p> <p>Presented as evidence was the two-day completion certificate of training for continuous professional Development skills training on career and technical report writing issued by Uganda Institute of Professional Engineer's (UIPE)</p> <p>Presented was capacity mentoring of water office staff on GPS, handling and collection of coordinates of every water facility for quality data collection.</p> <p>The CDO was trained on guidelines in water and sanitation handbook to ensure proper handling of software activities during implementation.</p>	3

**Management, Monitoring and Supervision of Services.**

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<ul style="list-style-type: none"> <li>• a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:</li> <li>• • If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3</li> <li>• • If 80-99%: Score 2</li> <li>• • If 60-79: Score 1</li> <li>• • If below 60 %: Score 0</li> </ul>	<p>According to the MoWE MIS report, the LG had a safe water coverage of 74%. The sub-counts of Biharwe with 17%, Kashare with 44%, Rubaya with 54%, and Bubaare with 66% were reported to be below district average. Review of the Annual Workplan and Budget FY 2023/2024 Ref.WAT/213/2 dated 8th/07/2023, the LG had a total development grant of UGX 492,390,395/=. The LG Water Office planned and budgeted for the following WSS projects.</p> <p>a) Completion of Kigoro solar powered water supply system phase II in Bukiro Sub- County at UGX 174,000,000/=</p> <p>b) Sitting and drilling of 08 deep boreholes as distributed below; Kashare (02), Rubaya (02), Rwamyamahembe (01) Bubaare (01) Bukiro (01) and Rubindi (01) at UGX 200,000,000/=</p> <p>c) Sitting and supervision of (08) boreholes in the above mentioned sub-counties at a cost of UGX 28,000,000/=</p> <p>d) Rehabilitation of 10 boreholes at UGX 30,000,000/=</p> <p>From analysis, it was established that the LG Water Office only allocated 46% of the development budget to sub-counties below district average. This was below the threshold hence the rewarded score.</p>	0
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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>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>There was evidence the LG Water Office communicated budget allocations to LLGs per respective source. Presented for review was a circular dated 26th/09/2023 Ref.WAT/214/1 addressed to Sub-County SAS of Kashare, Rubaya, Rwanyamahembe and Bubaare communicating their respective budget allocations for capital development projects of FY 2023/2024.</p>	3
<p><i>Maximum 6 points on this performance measure</i></p>				
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p>	<p>There was sufficient evidence that the LG Water Office monitored all WSS facilities at least quarterly. Presented was the Mbarara District LG Situation analysis for rural water supply and sanitation. In the report, it was established that the LG had a total of 2,794 water points of different technological option including Rainwater harvesting tanks, protected springs, shallow wells, boreholes and piped water systems.</p>	4
<p><i>Maximum 8 points on this performance measure</i></p>		<ul style="list-style-type: none"> <li>• If 95% and above of the WSS facilities monitored quarterly: score 4</li> </ul>	<p>Tabled for review was the Mbarara District LG annual monitoring plan for water and sanitation facilities dated 25th/07/2022. Plan captured activities, operational guide, persons responsible and frequency.</p>	
		<ul style="list-style-type: none"> <li>• If 80-94% of the WSS facilities monitored quarterly: score 2</li> </ul>	<p>Presented and reviewed was the quarterly monitoring reports for water and sanitation facilities and the objectives of the monitoring was to ascertain functionality of facilities, committees, O&amp;M issues, environment and social aspects to ensure proper planning of priority areas. The monitoring was guided by MoWE standard formats including Form 4&amp;2 and Form 1 for existing and new facilities respectively. The monitoring team comprised of LG Water Officer, AWO-Mobilization and Sub-County Water Focal Persons.</p>	
		<ul style="list-style-type: none"> <li>• If less than 80% of the WSS facilities monitored quarterly: Score 0</li> </ul>	<p>Quarter one monitoring report was dated 4th/9/2022, Q2 report dated 4th/01/2023, Q3 report dated 3rd/04/2023 and Q4 monitoring report dated 12th/06/2023. Under remarks sections of the reports, these issues emerged during monitoring; interference by political leaders especially with payment of user fees especially on Public Tap Stands, need to revitalize some committees on their roles on O&amp;M, poor sanitation around some sources and vandalism of water sources hardware especially in Bukiro sub-county.</p>	
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>There was evidence that District Water and Sanitation Coordination Committee (DWSCC) meetings were conducted, and issues identified during monitoring were part of the agenda items. Presented for review was quarter one DWSCC meeting held on 28th/09/2023 where under MIN: 4/27/09/2023-Presentation of WATSAN Activities, the challenge of vandalism of water points/ pipes, water theft and flooding of R. Rwizi affecting existing water sources was communicated to stakeholders.</p>	2
<p><i>Maximum 8 points on this performance measure</i></p>				
			<p>The quarter two DWSCC was held on 21st/12/2022 and under MIN:35/12/2022; Progress Reports on Water and Sanitation by Civil Engineer-Water. Stakeholders were notified about Kyandahi-Kibingo GFS that had been washed away by landslide affecting 32 public tap stands.</p>	
			<p>In quarter three in the DWSCC meeting that was held on 6th/04/2023 under MIN: 36/04/2023, the Water Officer communicated to stakeholders about persistent vandalization of water pipes, hardships in acquisition of land for infrastructure investments yet it is a critical requirement (usually local leaders misguide citizens) and poor sanitation around water points.</p>	
			<p>Quarter four DWSCC meeting held on 30th/06/2023 under MIN 42/06/2023-Progress report on water and sanitation by Civil Engineer-Water. The water Officer reported about encroachment of water sources by communities for agricultural purposes and failure to work on the Kyandahi-Kibingo GFS that was washed away by landslides in quarter two.</p>	

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 the LG publicized budget allocations to LLGs for FY 2023/2024. Circulars detailing the allocations were displayed at the District Notice Board. It was also established that the information was uploaded on the district website: <a href="http://www.mbarara.go.ug/publications">www.mbarara.go.ug/publications</a>.</p>	2
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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"> <li>• If funds were allocated score 3</li> <li>• If not score 0</li> </ul>	<p>There was evidence of allocation of the Non-Wage Recurrent Budget as stipulated by the grant guidelines in FY 2022/2023. The LG had a total NWR budget of UGX 52,014,015/=. The budget line for software/ mobilization activities was UGX 26,750,000/=. This represented 51% of the NWR budget.</p>	3
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10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&amp;M of WSS facilities: Score 3.</p>	<p>There was evidence of training WSCs on their roles on O&amp;M of WSS facilities. Presented were training reports for example report dated 13th/02/2023 addressed to CAO for training of WSCs of Kigoro solar powered water supply system. Facilitation was by DWO and CDO. Other training reports reviewed included one dated 23rd/05/2023 for WSCs of Rwanyamahembe, Rubaya, Bubaare, Kagongi, Rubindi and Kashare sub-counties.</p> <p>Activity report on establishment and training of Water User Committees (WUCs) 2022/2023. The report was compiled on 17th/01/2023 prepared by both DWO and CDO-Water.</p>	3
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**Investment Management**

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:</p> <p>Score 4 or else 0</p>	<p>The LG Water Office had an up-to-date asset register that was last updated on 11th/07/2023 with inclusion of newly constructed WSS facilities of FY 2022/2023. The document captured location of facilities, functionality, ownership, type of technology and year of construction.</p>	4
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<p>11 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>The LG completed desk appraisals for all WSS projects to be implemented in FY2023/24 were conducted, the prioritized projects were derived from the LG DP/III and eligible for expenditure as per sector guidelines and funding source.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Desk appraisal for the drilling and installation of boreholes in Kyarwamaganda Village was completed on 05 December 2022. Investment Project derived from DP/III Page 115</li> <li>2. Desk appraisal for siting and supervision of boreholes in Kyarwamaganda Village was completed on 05 December 2022. Investment Project derived from DP/III Page 115</li> <li>3. Desk appraisal for Kigoro Piped Water Supply System Phase II was completed on 06 December 2022. Investment Project was derived from DP/III on Page 115</li> </ol>
<p>11 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>There was evidence that all infrastructure investment of FY 2023/2024 were demand driven as per the critical requirements. Areas that were allocated WSS facilities had prior written applications/requests for the facilities from beneficiaries. Most applications were written in Runyakore. Those that could be reviewed included;</p> <p>Community of Kiira village in Kashare sub-county applied for safe water in a letter dated 15th/04/2021. Review of the AWP&amp;B FY 2023/2024 a borehole was prioritized in Kiira village with a budget of UGX 25,000,000/=</p> <p>Residents of Mishenyi village in Rwanyamahembe sub-county in a letter dated 27th/09/2023 applied for safe water. A list of applicants was attached. Review of the AWP&amp;B FY 2023/24 a borehole was allocated to the area</p> <p>The community of Kanaama I village in Kashare sub-county applied for a borehole in a letter dated 10th/05/2023 signed by residents and witnessed by LCI Chairperson. In the budget, a borehole was prioritized in the area.</p>
<p>11 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>The LG conducted field appraisals for WSS Projects to be implemented in FY2023/24 to establish their technical feasibility, environmental and social acceptability, and customized designs.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Field appraisal for the drilling and installation of boreholes in Kyarwamaganda Village was completed on 24 January 2023</li> <li>2. Field appraisal for the siting and supervision of boreholes in Kyarwamaganda Village was completed on 23 January 2023</li> <li>3. Field appraisal for Kigoro Piped Water Supply System Phase II was completed on 23 January 2023</li> </ol>

11 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

There was evidence that water infrastructure projects for the previous FY were screened for environmental and social risks/ impacts and ESMPs were prepared before being approved for construction;

Construction of Kigoro solar piped water system was screened on 22/08/2022 with a costed ESMP of UGX: 2,450,000 dated 22/08/2022.

Drilling and installation of boreholes in Bubare sub-county were screened on 10/08/2022 with a costed ESMP of UGX: 1,130,000 dated 10/08/2022.

Drilling and installation of boreholes in Kashare sub-county were screened on 10/08/2022 with a costed ESMP of UGX: 1,130,000 dated 10/08/2022.

2

12 Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements  
*Maximum 14 points on this performance measure*

a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0

There was evidence that the water infrastructure investments were incorporated in the LG approved, 3/05/2023 and received by PPDA on 3/05/2023. The plan had the following items:

>>> *Drilling of 7No., deep boreholes in sub-counties of Rubaya S/C (02), Bubaare S/C (02), Kashare (02), and Rwanyamahembe (01), budgeted for UGX 351,054,689/=.*

>>> *Supply of borehole spare parts for rehabilitation of boreholes, budgeted for UGX 24,212,420/=*

>>> *Construction of Kigoro piped water system in Bukiro S/C, budgeted for UGX 351,054,689/=.*

2

12 Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements  
*Maximum 14 points on this performance measure*

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:

*There was evidence that the water supply and public sanitation infrastructure for the previous FY were approved by the Contracts Committee before commencement of construction.*

Three (03) projects were captured to support the scoring of this indicator:

**>>> Drilling of 7No., deep boreholes in sub-counties of Rubaya S/C (02), Bubaare S/C (02), Kashare (02), and Rwanyamahembe (01); Contract sum UGX 172,859,400/=.**

*Contracts committee approved on 18/11/2022, under minute number 42/11/2022/2023(a).*

**>>> Supply of borehole spare parts for rehabilitation of boreholes; Contract sum UGX 23,557,520/=**

*Contracts committee approved on 18/11/2022, under minute number 42/11/2022/2023(c)*

**>>> Construction of Kigoro piped water system in Bukiro S/C, budgeted for UGX 347,065,397=.**

*Contracts committee approved on 18/11/2022, under minute number 42/11/2022/2023(b)*

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**Conclusion**

Pass

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There was no evidence that the LG properly established the Project Implementation team as specified in the sector guidelines.</p> <p>In a letter dated 16/08/2022, the CAO appointed the project implementation team for all projects in the LG and had the following members:</p> <ol style="list-style-type: none"> <li>1) District planner</li> <li>2) District health officer</li> <li>3) District education officer</li> <li>4) Senior procurement officer</li> <li>5) Ag. district natural resources officer</li> <li>6) Civil engineer (water)</li> <li>7) Civil engineer</li> <li>8) District internal auditor</li> <li>9) Ag. district community development officer.</li> </ol> <p><i>However, the appointment letter lacked a labour officer warranting no score.</i></p>	<b>0</b>
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<p>There was evidence that water and public sanitation infrastructure sampled were constructed as per standard technical designs provided by LG Water Officer. The sampled infrastructures included a deep borehole at Rwanyamahembe seed secondary school in Rwanyamahembe sub-county, Piped water supply system in Bukiro sub-county and borehole at Church of Uganda (CoU) in Bubaare sub-county. The boreholes were were constructed as per designs. The piped water system had 3kms, 6 public tap stands with one outlet, 550 wats solar panels, well fenced with chain link. The sampled projects had adhered to designs and technical specifications.</p>	<b>2</b>

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p>Maximum 14 points on this performance measure</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p><b>The following projects were captured:</b></p> <p><b>&gt;&gt;&gt; Construction of Kigoro piped water system in Bukiro S/C, budgeted for UGX 347,065,397=; contract period (4 months).</b></p> <p><i>The technical team (District Engineer, DWO, Environment and Community Development Officer) participated in supervising this project. The site meetings were held 23/03/2023 and 13/06/2023.</i></p> <p><i>The actions between the DWO and the contractor (Dikam technologies limited) were implemented by the contractor. In a report dated 23/03/2023, some of the corrective actions included the households near the reservoir tank to get tap stands and the community to determine the central points where tap stands would be located. All documents necessary for payments were to be prepared and DWO requested the contractor to accelerate works and handover before closure of the FY to receive the payments. Environmental safeguards were discussed to ensure that the gravity flow water from the mountains would not destroy the water sources. So, water source protective measures were discussed.</i></p> <p><i>In report dated 13/06/2023, the contractor had completed 100% of the project, and DWO requested that the contractor would be paid the remaining balance less retention. About the location of the public tap stands, the DWO communicated that the contractor would add the tap stands around the tank for the community to utilize. The contractor had completed the tap stands as per BoQs scope.</i></p> <p><b>&gt;&gt;&gt; Drilling of 7No., deep boreholes in sub-counties of Rubaya S/C (02), Bubaare S/C (02), Kashare (02), and Rwanyamahembe (01); Contract sum UGX 172,859,400/=; Contract period (4 months).</b></p> <p><i>There was evidence that the District Engineer, DWO, Environment and Community Development Officer participated in supervising WSS projects. In report dated 20/03/2023 the technical team supervised the contractor. The contractor was advised to involve the local communities for labour and ensure quality works.</i></p> <p><b>&gt;&gt;&gt; Supply of borehole spare parts for rehabilitation of boreholes; Contract sum UGX 23,557,520/=</b></p> <p>Report dated 30/05/2023, the borehole technician for the district reported supervision of the project.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p>Maximum 14 points on this performance measure</p>	<p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p> <p>o If 100 % contracts paid on time: Score 2</p> <p>o If not score 0</p>	<p>The LG Water Officer verified, certified, and initiated payments to contractors implementing water projects in FY2022/23 within specified timeframes.</p> <p><b>Evidence</b></p> <p>Payments to contractors is recommended to be made within 30 days after certification of works</p> <p>1. Request for Payment was made by M/s Daikam Technologies Ltd on 28 May 2023 for the construction of Kigoro Piped Water Supply Phase 1 in Bukiro Sub County for UGX 216,958,673. DWO recommended payment on 14 June 2023. Payment Certificate was prepared and signed by the District Engineer, District Water Officer, District Natural Resources Officer, District Community Development Officer and approved by the Chief Accounting Officer on 15 June 2023. The payment was made on 28 June 2023 EFT NO. 6425429. Payment was made within 13 days after certification of works</p> <p>2. Request for Payment was made by M/s Mama Bore Wells Africa Limited on 02 May 2023 for the drilling and installation of 7 deep boreholes for UGX 132,425,299. DWO recommended payment on 30 May 2023 Payment Certificate was prepared and signed by District Engineer, District Water Officer, District Natural Resources Officer, District Community Development Officer and approved by the Chief Accounting Officer on 2 June 2023. The payment was made on 28 June 2023 EFT NO. 6420886. Payment was made within 26 days after certification of works..</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>g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:</p> <p>Score 2, If not score 0</p>	<p><i>There was evidence that a complete procurement file for water infrastructure investments was in place for each contract with all records as required by the PPDA Law.</i></p> <p><i>Three (03) projects files were recorded to support the scoring of this indicator:</i></p> <p><b>&gt;&gt;&gt; Drilling of 7No., deep boreholes in sub-counties of Rubaya S/C (02), Bubaare S/C (02), Kashare (02), and Rwanyamahembe (01); Contract sum UGX 172,859,400/=.</b></p> <p><i>Contracts committee approved on 18/11/2022, under minute number 42/11/2022/2023(a) (minutes of contracts committee decisions available on file)</i></p> <p><i>Evaluation report, dated 8/11/2022, signed by all members and available on file.</i></p> <p><i>Agreement dated 31/01/2023, (available on file)</i></p> <p><b>&gt;&gt;&gt; Supply of borehole spare parts for rehabilitation of boreholes; Contract sum UGX 23,557,520/=</b></p> <p><i>Contracts committee approved on 18/11/2022, under minute number 42/11/2022/2023(c); minutes of contracts committee decisions available on file.</i></p> <p><i>Evaluation report, dated 7/11/2022, signed by all members and available on file.</i></p> <p><i>Agreement dated 13/01/2023, (available on file)</i></p> <p><b>&gt;&gt;&gt; Siting and supervision of handpump boreholes; Contract sum UGX 22,892,000/=Contracts committee approved on 18/11/2022, under</b></p> <p><i>Contracts committee approved on 18/11/2022, under minute number 42/11/2022/2023(d); minutes of contracts committee decisions available on file.</i></p> <p><i>Evaluation report, dated 8/11/2022, signed by all members and available on file.</i></p> <p><i>Agreement dated 10/01/2023, (available on file)</i></p>	2
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### Environment and Social Requirements

13	<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p> <p>Score 3, If not score 0</p>	<p>There was 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>On 21/11/2022 a grievance of vandalization of the water water source fence by community members. A community meeting was conducted and the issue was resolved.</p>	3
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that the DWO and the Environment Officer disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs per the dissemination list dated 18/10/2022 signed by CDOs including an attached copy of the guidelines.</p>	3



15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	There was evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented;  The LG presented a dissemination list of water source and environment guidelines dated 18/10/2022. Attached to the dissemination list was a copy of the guidelines.	3
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 3, If not score 0	There was evidence that all WSS projects were implemented projects were constructed on land where the LG had proof of ownership. Presented were land consent agreements signed between the LG and Landlords for construction of water infrastructure investments. All presented agreements were in Runyankore for example, land agreement signed with Laban Tumwine dated 31st/10/2022, Josha Kamwesigye dated 4th/10/2022, Deogratius Niki dated 28th/09/2022, Bonifance Mihanda dated 02/10/2022, Anon Barekye signed on 9th/04/2023 and agreement signed between the LG and Rubaare CoU dated 1st/09/2022.	3
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:  Score 2, If not score 0	There was evidence that E&S Certification forms were completed and signed by the Environmental Officer and CDO prior to payments of contractor invoices;  The E&S certification form for the construction of the Kigoro solar piped water system was prepared on 14/06/2023 and payment was made on 28/06/2023.  The E&S certification for drilling and installation of boreholes in Bubare sub-county was prepared on 29/05/2023 and payment was made on 28/06/2023.  The E&S certification for drilling and installation of boreholes in Kashare sub-county was prepared on 29/05/2023 and payment was made on 28/06/2023.	2
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:  Score 2, If not score 0	There was no evidence that the CDO and environment Officers undertook monitoring to ascertain compliance with ESMPs; and provided monthly reports. The LG provided one monthly report for all projects dated 09/05/2023 even though the project implementation lasted more than one month.	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
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>Yes, there was evidence that the LG had up to-date data on irrigated land for the last two FYs.</p> <p>As per a report titled "Information on farmers practicing Irrigation in the District", for FY 2022/2023 total land under irrigation was 84.7 acres, 1.7 acres was under micro-scale irrigation grant beneficiaries and 83 acres under non beneficiaries.</p> <p>According to the same report for FY 2021/2022 there was 56 acres of land entirely 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"> <li>• By more than 5% score 2</li> <li>• Between 1% and 4% score 1</li> <li>• If no increase score 0</li> </ul>	<p>Yes, there was evidence that the LG had increased acreage of newly irrigated land in the previous fiscal year.</p> <p>In the fiscal year 2022/2023, the total land under micro-scale irrigation was 84.7 acres whereas in the fiscal year 2021/2022, there was 56 acres of land under micro-scale irrigation.</p> <p>Therefore, increased acreage of newly irrigated land was 28.7 acres (51.3%), hence more than 5% increase.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• Above 70%, score 4</li> <li>• 60% - 70%, score 2</li> <li>• Below 60%, score 0</li> </ul>	<p>The LG average score in the Micro-scale Irrigation LLG performance assessment for 2023 was 100%.</p>	4
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 grant guidelines of previous FY, the LG was allocated a total of 117,930,056/-, of which 35,379,017/- (30%) was meant for establishment of two micro-scale irrigation demonstration sites.</p> <p>And as per the budget performance report for the previous FY, 35,379,018/- (30%) was used for establishment of two micro-scale irrigation demonstration sites.</p> <p>Therefore, the LG used the development component of micro-scale irrigation grant in accordance with the grant guidelines</p>	2

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	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	The LG provided evidence that an approved farmer's signed acceptance form confirming that equipment was working well before payments were made to suppliers in FY2022/23.	1
	Maximum score 6		<p><b>Evidence</b></p> <p>Request for Payment was made by M/s Sprinktech Limited on 14 June 2023 for the establishment of two solar-powered irrigation demonstration unit at Rwentanga Farm Institute and Rutooma Church of Uganda for UGX 33,899,000. Production Officer Recommended payment on 15 June 2023. The payment was made on EFT No. 6439921 on 28 June 2023. Demo Host Farmers signed Acceptance Forms before payments were made i.e.</p> <ol style="list-style-type: none"> <li>1. Rutooma signed on 16 June 2023</li> <li>2. Rwentanga signed on 16 June 2023</li> </ol>	
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	Evidence that the variations in the contract price are within +/- 20% of the Agriculture Engineers estimates: Score 1 or else score 0	<p>Sprinktech Ltd, the irrigation equipment supplier signed a contract on 19th May 2023 and installed two micro-scale irrigation demonstration sites at a cost of:</p> <p>Rutooma site; 19,401,000/- and Rwentanga site; 14,498,000/-</p> <p>The agricultural engineer's cost estimates were:</p> <p>Rutooma site; 19,456,724/- and Rwentanga site; 14,722,764/-</p> <p>The percentage variations in the contract price were:</p> <p>Rutooma site; = +0.29% and Rwentanga site; = +1.53%.</p> <p>Hence, the percentage variations in the contract price were within +/-20%.</p>	1
	Maximum score 6			
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY	<p>Sprinktech Ltd, the irrigation equipment supplier signed a contract on 19th May 2023 and installed two micro-scale irrigation demonstration sites and work was completed by 30th June 2023.</p> <p>Therefore, the two planned micro-scale irrigation demonstration sites where a contract was signed during the previous FY were installed/completed within the previous FY</p>	2
	Maximum score 6	<ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 – 99% score 1</li> <li>• Below 80% score 0</li> </ul>		

Achievement of standards: The LG has met staffing and micro-scale irrigation standards

Maximum score 6

a) Evidence that the LG has recruited LLG extension workers as per staffing structure

- If 100% score 2
- If 75 – 99% score 1
- If below 75% score 0

Mbarara DLG as per its staff establishment structure approved by MoPS(2019) provided for the extension staff at the LLGs as follows:

**SC(5No):** (i) Veterinary Officer, (ii) Agricultural Officer, (iii) Animal husbandry officer, (iv) Assistant animal husbandry officer and (v) Assistant agricultural officer.

**TC(3No.):** (i) Veterinary Officer, (ii) Assistant Agricultural Officer, (iii) Assistant Veterinary Officer.

A review of the staff lists obtained from the HRM Division, and the records found at the LLG at the time of assessment revealed that the average staffing levels for the four sampled LLGs was 57% thereby not meeting the scoring threshold as detailed below.

#### **Rwanyamahembe TC**

Out of the three extension staff positions provided for in post were two staff namely Orimwesiga Bernard - Veterinary Officer and Tugabiirwe Millicent - Agricultural Officer as found in the records at the TC representing 67% staffing.

#### **Rubindi SC**

Out of the five extension staff positions provided for, in post were two staff namely Dr.Mujuni Lonard -Veterinary Officer, Mugwisa Edward - Assistant Agricultural Officer as found in the records at the SC representing 40% staffing.

#### **Kashare SC**

Out of the five extension staff positions provided for, in post were two staff, namely Dr. Philip B.Barekye -Veterinary Officer, Ainembabazi Phiona - Agricultural Officer as found in the records at the SC representing 40% staffing.

#### **Sanga SC**

Out of the five extension staff positions provided for, in post were two staff namely Tushabe Naboth -Agriculture Officer, Muhanguzi Daniel - Fisheries Officer as found in the records at the SC representing 40% staffing.

#### **Bukiro SC**

Out of the five extension staff positions provided for, in post was one staff namely Ayekundire Peace - Assistant Agricultural Officer and Nahabwe Patience - Agricultural Officer as found in the records at the SC representing 40% staffing.

Achievement of standards: The LG has met staffing and micro-scale irrigation standards

Maximum score 6

b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF

- If 100% score 2 or else score 0

Key features observed at the two installed irrigation demonstration sites were:

**Rutooma Site:** Solar water pump (120m head); Solar panels, 300w (3); Steel solar mounting structure (1); HDPE plastic tank 5,000lts (1); 32mm HDPE pipe; Drip line blank tubing 16mm; Drip emitters 8l/hr (300); 50mm PVC pipe (4); 30mm hose pipe 1"; Hydrants (1); 32mm PE pipe; 40mm PE pipe; PVC riser pipes ¾" 1 meter (10); 25mm sprinklers (10); PVC globe valve 40mm plain (2); Delivery hose (30m flexible).

**Rwentanga Site:** Solar water pump (60m head); Solar panels, 495w (1); Steel solar mounting structure (1); HDPE plastic tank 5,000lts (1); 32mm HDPE pipe; Drip line blank tubing 16mm; Drip emitters 8l/hr (300); 50mm PVC pipe (4); 30mm hose pipe 1"; Hydrants (1); 32mm PE pipe; 40mm PE pipe; PVC riser pipes ¾" 1 meter (10); 25mm sprinklers (10); PVC globe valve 40mm plain (2); Delivery hose (30m flexible).

These features observed at the two irrigation demonstration sites were in conformity with the technical designs and the inventory.

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"> <li>• If 100% are functional score 2 or else score 0</li> </ul>	<p>The two installed irrigation demonstration sites (Rwentanga and Rutooma) were visited and had the three irrigation technologies (Solar powered drip, sprinkler and drag hose pipe) installed.</p> <p>Every irrigation technology was switched on and was functioning, field photos were captured at the time of assessment.</p> <p>Therefore, there was evidence that the two installed micro-scale irrigation demonstration sites during last FY were functional at the time of assessment.</p>	2
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**Performance Reporting and Performance Improvement**

5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>The information on the position of extension workers filled was found not to be accurate as verified with the staff establishment list obtained from the HRM Division and records found at the LLGs as shown hereunder. Rubindi and Kashare SC did not have accurate information.</p> <p><b>Rwanyamahembe TC</b></p> <p>The staff list provided by HRM Division had the following, (i) Orimwesiga Bernard - Veterinary Officer and (ii) Tugabiirwe Millicent - Agricultural Officer as found in post at the TC.</p> <p><b>Rubindi SC</b></p> <p>The staff list provided by HRM Division had only (i) Dr.Mujuni Lonard -Veterinary Officer. Mugwisa Edward - Assistant Agricultural Officer was found in post at the SC and not on the HRM Division list.</p> <p><b>Kashare SC</b></p> <p>The staff list provided by HRM Division had the following, (i) Dr. Philip B.Barekye -Veterinary Officer, Ainembabazi Phiona - Agricultural Officer. However, Kanyandekwe Innocent - Agriculture Officer was found in post at the SC and not in the HRM Division staff list.</p>	0
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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>The key information obtained from the two installed irrigation demonstration sites were:</p> <p><b>Rutooma Site:</b> Solar water pump (120m head); Solar panels, 300w (3); Steel solar mounting structure (1); HDPE plastic tank 5,000lts (1); 32mm HDPE pipe; Drip line blank tubing 16mm; Drip emitters 8l/hr (300); 50mm PVC pipe (4); 30mm hose pipe 1"; Hydrants (1); 32mm PE pipe; 40mm PE pipe; PVC riser pipes 3/4" 1 meter (10); 25mm sprinklers (10); PVC globe valve 40mm plain (2); Delivery hose (30m flexible).</p> <p><b>Rwentanga Site:</b> Solar water pump (60m head); Solar panels, 495w (1); Steel solar mounting structure (1); HDPE plastic tank 5,000lts (1); 32mm HDPE pipe; Drip line blank tubing 16mm; Drip emitters 8l/hr (300); 50mm PVC pipe (4); 30mm hose pipe 1"; Hydrants (1); 32mm PE pipe; 40mm PE pipe; PVC riser pipes 3/4" 1 meter (10); 25mm sprinklers (10); PVC globe valve 40mm plain (2); Delivery hose (30m flexible).</p> <p>These observed features at the two sites were complete, functioning and conforms to the technical designs and inventory.</p>	2
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Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans

Maximum score 6

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

As per the micro-scale irrigation sub-grant quarter one report dated 4th October 2022, the LG trained 13 extension staffs on the key features of Irritrack App, no complementary services carried out due to lack of funds.

According to quarter two activity report dated 17th January 2023, LG trained 13 extensions staffs on the use of Irritrack App to capture EOIs in the MIS. 111 EOIs and 2 farm visits were captured in the MIS. There were awareness raising events on micro-scale irrigation carried at the District level and also farmer level. 15 District technical staffs and 204 farmers received the awareness message on micro-scale irrigation.

The key content of the message included; overview of micro-scale irrigation program, requirements for participating in the program, benefits of micro-scale irrigation, etc.

In quarter three report dated 11th April 2023, the LG trained 13 extension staffs on how to capture farm visits in MIS using Irritrack App. Awareness raising events on micro-scale irrigation at District level had captured up to 41 attendees, including DEC, TPC, RDC, DISO, etc. Awareness raising at LLG levels including farmers had captured up to 1,994 attendees. A total of 243 EOIs and 25 farm visits were conducted and captured in the MIS.

In quarter four report dated 11th July 2023, the LG trained 11 extension staffs on how to use Irritrack App to capture procurement of irrigation equipment in MIS. A total of 331 farmer EOIs and 95 farm visits conducted and captured in the MIS by the end of previous FY. Awareness raising events on micro-scale irrigation at LLGs including farmers had captured a total of 3,034 attendees. Two awareness raising workshops on micro-scale irrigation were held between farmers and financial institutions (Centenary Bank, Post Bank), it captured 326 attendees.

Two micro-scale irrigation demonstration sites were successfully installed.

Therefore, there was evidence that the LG collected information quarterly on; newly irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer EOIs.

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

Maximum score 6

b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0

At the time of assessment, MIS/Irritrack information contained 350 farmer EOIs and 107 farm visits conducted as compared to the targeted 137 EOIs and 69 farm visits set by the MAAIF.

Screenshot of MIS/Irritrack was captured.

Therefore, the LG had entered up to-date LLG information into MIS/Irritrack.

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	As per the micro-scale irrigation sub-grant quarter one report dated 4th October 2022, the LG trained 13 extension staffs on the key features of Irritrack App (introduction).	1
	Maximum score 6		According to quarter two activity report dated 17th January 2023, LG trained 13 extensions staffs on the use of Irritrack App to capture EOIs in the MIS. 111 EOIs and 2 farm visits were captured in the MIS. There were awareness raising events on micro-scale irrigation carried at the District level and also farm level. 15 District technical staffs and 204 farmers received the awareness message on micro-scale irrigation	
			In quarter three report dated 11th April 2023, the LG trained 13 extension staffs on how to capture farm visits in MIS using Irritrack App. A total of 243 EOIs and 25 farm visits were conducted and captured in the MIS. Awareness raising events on micro-scale irrigation at District level had captured up to 41 attendees, including DEC, TPC, RDC, DISO, etc. Also awareness raising at LLG levels including farmers had captured up to 1,994 attendees.	
			In quarter four report dated 11th July 2023, the LG trained 11 extension staffs on how to use Irritrack App to capture procurement of irrigation equipment in MIS. A total of 331 farmer EOIs and 95 farm visits conducted and captured in the MIS by the end of previous FY. Awareness raising events on micro-scale irrigation at LLGs including farmers had captured a total of 3,034 attendees. Two awareness raising workshops on micro-scale irrigation were held between farmers and financial institutions (Centenary Bank, Post Bank), it captured 326 attendees.	
			Therefore, the LG had prepared quarterly reports using information compiled from LLGs in the MIS/Irritrack.	
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	The LG developed and approved Performance Improvement Plan for the lowest performing LLGs (Rubindi and Rubaya)	1
	Maximum score 6		The plan mainly focused on field based technical backstopping for extension staffs to capture awareness raising events, farm visits and farmer EOIs in the MIS.	
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	As per the report dated 15th February 2023 titled "Performance Improvement Plan Implementation for Lowest performing LLGs", there was evidence that LG implemented Performance Improvement Plans for the Lowest performing LLGs.	1
	Maximum score 6		Key content captured in the report included; installation of Irritrack App on mobile smart phones and techniques of using the App to capture awareness raising events, farm visits, farmer EOIs, etc in the MIS.	

## 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 for production Department FY 2023/2024, there was Ugx 889,209,776/- allocated for District agricultural extension grant wage for 17 extension staffs deployed at 11 LLGs. This means that about one or two extension workers deployed per LLG, yet the guideline requires three extension workers deployed per LLG.	0
	Maximum score 6		Therefore, the LG budget for extension workers was not in accordance with staffing norm.	

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii Deployed extension workers as per guidelines score 1 or else 0	As per the production Department deployment register dated 1st December 2023, deployment of extension workers was as follows;  6 Agricultural Officers, 5 Veterinary Officers, 5 Assistant Agricultural Officers and 1 Animal Husbandry Officer.  Therefore, 17 extension workers were deployed and currently engaged in implementation activities across 11 LLGs.  This means that about one or two extension workers were deployed per LLG, yet the guideline requires three extension workers deployed per LLG, hence the deployment was not in accordance with the guidelines.	0
Maximum score 6				
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	Not all the extension workers were found working in the LLGs where they are deployed after review of the Staff lists provided by HRM Division and records at the notice boards at the sampled LLGs. Kashare and Rubindi SC had discrepancies in deployment SC as shown hereunder.	0
Maximum score 6			<p><b>Rwanyamahembe TC</b></p> <p>Orimwesiga Bernard - Veterinary Officer and Tugabirwe Millicent - Agricultural Officer as found in the records at the TC.</p> <p><b>Rubindi SC</b></p> <p>Dr.Mujuni Lonard -Veterinary Officer was found deployed accurately. Mugwisa Edward - Assistant Agricultural Officer was found in post at the SC and not on the HRM Division list.</p> <p><b>Kashare SC</b></p> <p>Kanyandekwe Innocent Agriculture Officer was found on the HRM division staff list while the following were found Dr. Philip B.Barekye -Veterinary Officer, Ainembabazi Phiona - Agricultural Officer as found in the records at the SC.</p>	
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	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	The extension workers deployment was found to be publicized by the LG and disseminated to the LLGs as found displayed on the noticeboards of (i) Rwanyamahembe TC, (ii)Rubindi SC, (iii) Kashare SC, (iv) Sanga SC and (v)Bukiro SC	2
Maximum score 6				



8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0</p>	<p>The District Production Officer was found to have appraised all the extension workers during the year under review as seen in the illustrative staff files hereunder.</p> <ol style="list-style-type: none"> <li>1. Nyangoma Lillian - Agricultural Officer, Bubaare SC, appraised 30th June 2023.</li> <li>2. Muhwezi David -Agricultural Officer, Kagongi SC, appraised 30th June 2023.</li> <li>3. Mugweisa Edward- Assistant Agricultural Officer, Rubindi SC, appraised 30th June 2023.</li> <li>4. Tugabirwe Millicent - Assistant Agricultural Officer, Kagongi SC, appraised 19th June 2023.</li> <li>5. Kanyandekwe Innocent -Agricultural Officer, Bwizibwera - Rutooma TC, appraised 30th June 2023.</li> <li>6. Bigirwa Bob - Agricultural Officer, Rubaya SC, appraised 30th June 2023.</li> <li>7. Mujuni Lonard - Veterinary Officer, Rubindi SC, appraised 20th June 2023.</li> <li>8. Muramuzi Ezra - Agricultural Officer, Rwanyamahembe TC, appraised 10th June 2023.</li> <li>9. Rukundo Moncia -Animal Husbandry Officer, Kagongi SC, appraised 30th June 2023.</li> <li>10. Tumwesigye Lawrence -Agricultural Officer, Kashare SC, appraised 3rd June 2023.</li> </ol>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>No evidence of corrective action was provided at the time of assessment.</p>	0
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>As per the production Department work plan for 2022/2023, the LG mainly planned for the following trainings: training of farmer groups on coffee agronomic practices; training farmers on control of Banana Bacterial Wilt Disease, training farmers on preparation of business plans and enter price development, etc.</p> <p>As per a report dated 30th April 2023, titled “Training farmer groups on preparation of business plans and enter price development”, 110 farmers got trained.</p> <p>According to a report dated 2nd June 2023 titled “training of farmer groups on coffee agronomic practices”, 244 farmers got trained.</p> <p>Also as per a training report dated 2nd June 2023, 12 farmers were trained on the techniques of controlling Banana bacterial wilt disease.</p> <p>Therefore, the LG conducted training activities as per the plans at the District level.</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>The LG had training database for the training activities conducted.</p> <p>Some of the key features captured in the training database were; number of training beneficiaries, training content, training duration, technical facilitators of the training, source of funds used for conducting the training, etc.</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>a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0</p>	<p>The LG was a phase 2 LG that received Micro-Scale Irrigation Grant for the first time in FY2022/23 and allocated 100% of the fund appropriately to complimentary services.</p> <p><b>Evidence</b></p> <p>Raise Awareness Local Leaders UGX 17,689,508</p> <p>Raising Awareness Farmers UGX 47,172,022</p> <p>Farm Visits UGX 17,689,508</p> <p>Irrigation Demo UGX 35,379,018</p> <p>Total UGX 117,930,056</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>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>The LG budget allocations towards complimentary services were in line with sector guidelines for implementation in FY2022/23.</p> <p><b>Evidence</b></p> <p>Raise Awareness Local Leaders UGX 17,689,508 i.e. 15% as per guidelines</p> <p>Raising Awareness Farmers UGX 47,172,022 i.e. 40% as per guidelines</p> <p>Farm Visits UGX 17,689,508 i.e. 15% as per guidelines</p> <p>Irrigation Demo UGX 35,379,018 i.e. 30% as per guidelines</p> <p>Total UGX 117,930,056</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>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>The LG is a phase 2 LG that received micro scale irrigation grant for the first time in FY2022/23. The LG allocated UGX 100,000,000 as farmers' co-funding in FY2023/24.</p> <p><b>Evidence</b></p> <p>Budget Estimates FY2023/24 Page 24 under Development Revenue- Locally Raised Revenues UGX 100,000,000</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>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 is a phase 2 LG that received micro-scale irrigation grant for the first time in FY2022/23. It was not a requirement for the LG to provide for farmer's co-funding in their budget for FY2022/23.</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>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>As per a sensitization report on awareness creation on micro-scale irrigation program for farmers dated 27th June 2023, the LG disseminated information on the use of farmer co-funding (cost sharing of the irrigation equipment where by a farmer contributes 25% of the total cost), brochures were given out to the leaders and farmers.</p>	2

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines	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.)	As per the report on monitoring of irrigation demonstration sites at Rutooma and Rwentanga sites dated 30th May 2023 (May report), DPO and SAE did monitoring and supervision of micro-scale irrigation demonstration sites and key findings included; field or site marking, trenching the areas for laying pipes, tank base construction, etc.	2
	Maximum score 8	<ul style="list-style-type: none"> <li>• If more than 90% of the micro-irrigation equipment monitored: Score 2</li> <li>• 70-89% monitored score 1</li> <li>Less than 70% score 0</li> </ul>	<p>Also a monitoring report by DPO and SAE dated 27th June 2023 indicated that installation of micro-scale irrigation demonstration sites progressed well and both sites were completely installed and were functional. Each site was installed with three technologies (drip, sprinkler and drag hose pipe). The report further indicated that the host farmers were trained on the operation and servicing of the irrigation technologies.</p> <p>Environmental concerns captured in the reports included; planting of grass around the water sources to avoid silting and proper disposal of chemical waste containers.</p> <p>Therefore, DPO did monthly (May and June) monitoring of irrigation demonstration sites.</p>	
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines	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>As per the monitoring report on micro-scale irrigation demonstration sites dated 27th June 2023, the two host farmers were trained by the equipment supplier on the operation and servicing of the irrigation technologies.</p> <p>Therefore, the LG did oversee approved farmer training and support to the micro-scale irrigation demonstration site host farmers.</p>	2
	Maximum score 8			
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines	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>According to the micro-scale irrigation quarter two, three and four reports dated 17th January 2023, 11th April 2023 and 11th July 2023 respectively, LG trained extensions staffs on the following: use of Irritrack App to capture awareness raising events; EOIs; farm visits and procurement of irrigation equipment in the MIS.</p> <p>Some of the respondents who received the training were;</p> <p>Barekye Phillip Brian, AO from Kashare sub-county.</p> <p>Mugisha Edward, AAO from Rubindi sub-county.</p> <p>Muhumuza Henry, AO from Rubindi town council.</p>	2
	Maximum score 8			
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	<p>As per the reports on farmer field day at the micro-scale irrigation demonstration sites dated 26th and 30th June 2023, LG established and run farmer field schools.</p> <p>Some of the key content captured in both reports included; sharing experience of irrigated agriculture with the host farmers and empowering them with knowledge of operating irrigation technologies, benefits of practicing irrigation, fault identification from the three technologies (drip, sprinkler and drag hose pipe), etc.</p>	2
	Maximum score 8			

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>As per a radio talk show report about farmer awareness raising on micro-scale irrigation dated 18th May 2023, LG sensitized farmers on micro-scale irrigation programme. Key information shared included; definition for micro-scale irrigation and its benefits, how one would register for the program, responsibility of farmers in micro-scale irrigation program, etc.</p> <p>A report on an event organized to connect farmers to irrigation equipment suppliers dated 28th June 2023, indicated that equipment supplier (Sprinktech Ltd) sensitized 134 farmers on various types and operation of irrigation technologies through demonstration, overview of micro-scale irrigation program, etc.</p> <p>Therefore, there was evidence that LG had conducted activities to mobilize and sensitize farmers on micro-scale irrigation.</p> <p>Attendance lists were attached to the report.</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 the awareness raising reports on micro-scale irrigation program at the District dated 28th February 2023 and 30th November 2022, the LG sensitized District technical staffs, District political leaders (councilors, RDC, DISO, Chairman LCV), partner in micro-scale irrigation (Mbarara District Farmers Association) and LLGs including farmers on micro-scale irrigation program. A total of 68 participants were mobilized to participate in irrigated agriculture.</p> <p>Key message from DPO and SAE included: overview on micro-scale irrigation program; benefits of carrying out irrigation; requirements for farmers to benefit from micro-scale irrigation program, types and components of irrigation technologies considered in the program, etc</p>	2
<b>Investment Management</b>				
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p>	<p>The register of micro-scale irrigation demonstration equipment supplied to the host famers were as follows;</p> <p><b>Rutooma Site:</b> Solar water pump (120m head); Solar panels, 300w (3); Steel solar mounting structure (1); HDPE plastic tank 5,000lts (1); 32mm HDPE pipe; Drip line blank tubing 16mm; Drip emitters 8l/hr (300); 50mm PVC pipe (4); 30mm hose pipe 1"; Hydrants (1); 32mm PE pipe; 40mm PE pipe; PVC riser pipes ¾" 1 meter (10); 25mm sprinklers (10); PVC globe valve 40mm plain (2); Delivery hose (30m flexible).</p> <p><b>Rwentanga Site:</b> Solar water pump (60m head); Solar panels, 495w (1); Steel solar mounting structure (1); HDPE plastic tank 5,000lts (1); 32mm HDPE pipe; Drip line blank tubing 16mm; Drip emitters 8l/hr (300); 50mm PVC pipe (4); 30mm hose pipe 1"; Hydrants (1); 32mm PE pipe; 40mm PE pipe; PVC riser pipes ¾" 1 meter (10); 25mm sprinklers (10); PVC globe valve 40mm plain (2); Delivery hose (30m flexible).</p> <p>Therefore, LG had an updated register of the two micro-scale irrigation sites supplied to the host farmers in the previous FY.</p>	2
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	<p>As per the MIS database, at the end of previous FY 331 farmer EOIs were captured and 95 farm visits were conducted whereas during current FY 19 EOIs were captured and 12 farm visits were conducted. Therefore, this implies that at the time of assessment the LG had a total of 350 farmer EOIs and 107 farm visits captured in the MIS database.</p> <p>Therefore, the LG had up-to-date database of applications (EOIs) in the MIS/Irritrack for the current and previous FYs at the time of the assessment.</p>	2

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0	As per the micro-scale irrigation sub-grant quarter four activity report dated 11th July 2023, a total of 95 farm visits were made out of 331 farmer EOIs captured in the database.  Therefore, LG did not visit all farmers who submitted complete EOIs.	0
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0	Evidence was not provided by the DPO's office as they were in the field at the time of assessment. A search on the noticeboards at the DPO's Office did not yeield any information as well.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.	There was evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the previous FY as:  >>> <i>Procurement of irrigation demo materials, budgeted for UGX 35,379,016/=.</i>	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0	There was evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF).  <i>The four bidders that responded to the invitation to tender issued in the newspapers were as follows:</i>  1) Akvo International Limited, quoted UGX 74,144,171  2) Tur Holdings International Limited, quoted UGX 34,935,000/=  3) Sprinktech Limited, quoted UGX 33,899,000/=.  <i>These firms were prequalified by MAAIF.</i>  <i>Though they were pre-qualified by MAAIF, the indicator required selective and not open bidding.</i>	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There was evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria:  The four bidders that responded to the invitation to tender issued in the newspapers were as follows:  1) <i>Akvo International Limited, quoted UGX 74,144,171</i>  2) <i>Tur Holdings International Limited, quoted UGX 34,935,000/=</i>  3) <i>Sprinktech Limited, quoted UGX 33,899,000/=.</i>  Both firms 1) and 2) dropped out at preliminary stage. Bidder 1) bid submission sheet was not duly signed by an authorized representative.  Bidder 2) never had a compliant bid security.  Bidder 3) passed the administrative, technical, and they were within budget.	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	<p>There was evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee on the 20/04/2023, under minute number: 106/04/2022/2023(a).</p> <p>The contract:</p> <p>&gt;&gt;&gt; <i>Establishment of 2-solar powered irrigation demonstratration units at Rwentanga farm institute in Rwenshanku parish in Bubaare S/C (01 unit) and Rutooma C.O.U - Bwizibwera - Rutooma Town Council (01 unit)</i></p> <p>=====</p> <p><b>Conclusion</b></p> <p><i>Pass</i></p>	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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>There was 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.</p> <p><i>The lowest technically responsive bidder was Sprinktech Limited, quoted UGX 33,899,000/=.</i></p> <p><i>The farmers signed the acceptance forms on 16/06/2023 and 15/06/2023.</i></p> <p><i>The farmers were Rev. Stephen Turyasingura (16/06/2023) and Tukwasiibwe William.</i></p>	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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>The two irrigation demonstration sites installed were visited. Key features observed included:</p> <p><b>Rutooma Site:</b> Solar water pump (120m head); Solar panels, 300w (3); Steel solar mounting structure (1); HDPE plastic tank 5,000lts (1); 32mm HDPE pipe; Drip line blank tubing 16mm; Drip emitters 8l/hr (300); 50mm PVC pipe (4); 30mm hose pipe 1"; Hydrants (1); 32mm PE pipe; 40mm PE pipe; PVC riser pipes ¾" 1 meter (10); 25mm sprinklers (10); PVC globe valve 40mm plain (2); Delivery hose (30m flexible).</p> <p><b>Rwentanga Site:</b> Solar water pump (60m head); Solar panels, 495w (1); Steel solar mounting structure (1); HDPE plastic tank 5,000lts (1); 32mm HDPE pipe; Drip line blank tubing 16mm; Drip emitters 8l/hr (300); 50mm PVC pipe (4); 30mm hose pipe 1"; Hydrants (1); 32mm PE pipe; 40mm PE pipe; PVC riser pipes ¾" 1 meter (10); 25mm sprinklers (10); PVC globe valve 40mm plain (2); Delivery hose (30m flexible).</p> <p>These features were in conformity with the technical designs and the inventory.</p>	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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>As per the report on monitoring of irrigation demonstration sites at Rutooma and Rwentanga sites dated 30th May 2023, DPO and SAE did monitoring and supervision of micro-scale irrigation demonstration sites and key findings included; field or site marking, trenching the areas for laying pipes, tank base construction, etc.</p> <p>Also a monitoring report by DPO and SAE dated 27th June 2023 indicated that installation of micro-scale irrigation demonstration sites progressed well and both sites were completely installed and were functional. Each site was installed with three technologies (drip, sprinkler and drag hose pipe). The report further indicated that the host farmers were trained on the operation and servicing of the irrigation technologies.</p> <p>Therefore, the SAE conducted regular technical supervision of the micro-scale irrigation demonstration sites.</p>	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	<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>	As per a technical supervision report on irrigation demonstration equipment dated 27th June 2023, the LG oversaw the equipment supply, installation and testing for functionality at the two demonstration sites. The two demonstration sites were installed, functional and in good working condition before handing over to the host farmers.	1
	Maximum score 18			

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	There was evidence that LG had overseen handover of irrigation demonstration sites to the host farmers as indicated in the micro-scale irrigation handover report dated 29th June 2023. The equipment at the two sites were delivered to host farmers in good working conditions.	1
	Maximum score 18			

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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>The LG made payments to suppliers in FY2022/23 within specified timeframes in contracts in the presence of an approved farmer's signed acceptance form.</p> <p><b>Evidence</b></p> <p>Payments to contractors is recommended to be made within 30 days after certification of works</p>	2
	Maximum score 18		<p>Request for Payment was made by M/s Sprinktech Limited on 14 June 2023 for the establishment of two solar-powered irrigation demonstration unit at Rwentanga Farm Institute and Rutooma Church of Uganda for UGX 33,899,000. Production Officer Recommended payment on 15 June 2023. The payment was made on EFT No. 6439921 on 28 June 2023. Host Farmers signed Acceptance Forms before payments were made i.e. 13 days after certification of works.</p>	

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	<p>There was evidence that the LG had a complete procurement file for each contract and with all records required by the PPDA Law.</p> <p><b>Note:</b> The LG had one contract in micro-scale irrigation sector:</p> <p>&gt;&gt;&gt; <i>Establishment of 2-solar powered irrigation demontsration units at Rwentanga farm institute in Rwenshanku parish in Bubaare S/C (01 unit) and Rutooma C.O.U - Bwizbweera - Rutooma Town Council (01 unit)</i></p> <p><i>Evaluation report available on file dated 19/04/2023.</i></p> <p><i>Minutes of contract committee decisions dated 20/04/2023; project approved under minute number: 106/04/2022/2022(a)</i></p> <p><i>Contract agreement on file, dated 19/05/2023.</i></p>	2
	Maximum score 18			

**Environment and Social Safeguards**

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	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 did display on the District notice board and LLGs notice boards the details of the nature and avenues to address grievance at the time of assessment. The notice boards of the three LLGs (Kashare sub-county, Rubindi sub-county and Rubindi town council) were visited.	2
	Maximum score 6			

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	There were no grievances recorded under micro scale irrigation despite the LG having a functional grievance redress mechanism which entailed an appointed focal person and committee, compliants register, minutes of the GRC and publicisation of the mechanism.	1
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been: ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	There were no grievances recorded under micro scale irrigation despite the LG having a functional grievance redress mechanism which entailed an appointed focal person and committee, complaints register, minutes of the GRC and publicisation of the mechanism.	1
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been: iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	There were no grievances recorded under micro scale irrigation despite the LG having a functional grievance redress mechanism which entailed an appointed focal person and committee, complaints register, minutes of the GRC and publicisation of the mechanism.	1
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been: iv. Reported on in line with LG grievance redress framework score 1 or else 0	There were no grievances recorded under micro scale irrigation despite the LG having a functional grievance redress mechanism which entailed an appointed focal person and committee, complaints register, minutes of the GRC and publicisation of the mechanism.	1

## Environment and Social Requirements

15	Safeguards in the delivery of investments  Maximum score 6	a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.  score 2 or else 0	DLG did disseminate micro-scale irrigation guidelines to provide for proper siting, land access, proper use of agro-chemicals and safe disposal of chemical waste containers as indicated in a report on awareness raising for farmers on micro-scale irrigation dated 8th June 2022.	2
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15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.  i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	There was no evidence that Environmental, Social, and Climate Change screening was carried out and ESMPs developed, before the installation of irrigation equipment.	0
15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	There was no evidence of monitoring of irrigation impacts.	0
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was no evidence that E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices.	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was no evidence that E&S Certification forms were completed and signed by the CDO prior to payments of contractor invoices.	0

**Crosscutting Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
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	Mbarara DLG has a substantive Chief Finance Officer - Muganzi Julius as evidenced by letter of appointment on promotion dated 26th June 2018 referenced under Min No. 48/06/2018 (a). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 29th June 2023.	<b>3</b>
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	Mbarara DLG has a substantive District Planner - Tusimireyo Johnson as evidenced by letter of appointment dated 22nd May 2018 referenced under Min No. 43/05/2018(a) (iv). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>3</b>
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	Mbarara DLG has a substantive District Engineer - Mwebaze Emmanuel as evidenced by letter of appointment on promotion dated 15th March 2018 referenced under Min No. 15/02/2018(a)(i). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	Mbarara DLG has a substantive District Natural Resources Officer - Bagambe John Bat as evidenced by letter of appointment on promotion dated 28th April 2023 referenced under Min No. 126/04/2023 (h). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	Mbarara DLG has a substantive District Production Officer- Tumwesigye Robert as evidenced by letter of appointment on promotion dated 19th January 2022 referenced under Min No. 56/01/2022 (b). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	Mbarara DLG has a substantive District Community Development Officer- Muhumuza Hilary as evidenced by letter of appointment dated 28th March 2023 referenced under Min No. 112/03/2023 (b) (1i). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	Mbarara DLG has a substantive District Commercial Officer - Nkwatsiibwe Adams Bwisho as evidenced by letter of appointment dated 4th July 2022 referenced under Min No. 179/06/2022(b)(1). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>3</b>

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the  District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	Mbarara DLG has a substantive Senior Procurement Officer- Bagume Robert as evidenced by letter of appointment on transfer of service dated 3rd September 2023 referenced under Min No. 159/03/2020 (d).	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the  District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	Mbarara DLG has a substantive Procurement Officer- Muhanguzi Anthony as evidenced by letter of appointment on promotion dated 17th March 2020 referenced under Min No. 39/03/2020 (d). At the time of assessment, the Officer was found duly appraised as evidenced by the Annual Performance Report (APR) dated 30th July 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the  District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	Mbarara DLG has a substantive Principal Human Resource Officer- Agaba Allan Rukira as evidenced by letter of appointment on promotion dated 17th October 2017 referenced under Min No. 49/10/2017(a) (ii). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the  District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	Mbarara DLG has a substantive Senior Environment Officer- Mwesigye Joseph as evidenced by letter of appointment on promotion dated 23rd May 2023 referenced under Min No. 140/04/2023 (b) (ii). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the  District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	Mbarara DLG has a substantive Senior Land Management Officer- Nayebare Godilve as evidenced by letter of appointment dated 24th May 2011 referenced under Min No. 30/5/2011 (i). At the time of assessment, the Officer was not duly appraised as evidenced by the interdiction letter dated 30th September 2019.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the  District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	Mbarara DLG has a substantive Senior Accountant - Kamugisha Daniel, evidenced by letter of appointment dated 9th March 2020 referenced under Min No. 23/02/2020(m)(1). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 31st July 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the  District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	Mbarara DLG has a substantive Principal Internal Auditor- Baguma Richard as evidenced by letter of appointment on promotion dated 3rd April 2023 referenced under Min No. 112/03/2023(b)(vi). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the  District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	Mbarara DLG has a substantive Principal Human Resource Officer (Secretary DSC) - Karuhanga Rosalia as evidenced by letter of appointment on promotion dated 16th June 2021 referenced under Min No. 115/06/2021(b). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	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

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

Mbarara DLG has eleven LLGs. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) staff were recruited and deployed as per the information provided at the time of assessment. However, at the time of assessment, the files of this staff cadre were reported to be at the District Service Commission. As a result, limited information was available as shown below, e.g. their appointments, stations of deployment, appraisal details could not be fully ascertained.

1. Hope - Min No. 126/04/2023, appointed 28th April 2023.

2. Racheal - Min No. 126/04/2023 (c) (3), appointed 28th April 2023.

3. Asaph - Min No. 126/04/2023 (c) (3) (i), appointed 28th April 2023.

4. Mutatina - Min No. 44/04/2023 (c) (i), appointed 13th June 2023.

5. Nelson - Min No. 39/03/2020 (e), appointed 17th March 2020, posted 12th June 2023.

6. Magudo - Min No. 144/04/2023 (c) (3), appointed 13th June 2023.

7. Edith - Min No. 44/04/2023 (c) (2), appointed 13th June 2023.

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.

Mbarara DLG has eleven LLGs. Community Development Officer / Senior CDO staff were recruited and deployed as shown hereunder. Kagongi SC did not have information presented at the time of assessment, the LG therefore did not meet the threshold for scoring.

#### **Town Councils**

##### **1. Rwanyamahembe TC**

Byakatonda Teodoro, appointed as Senior CDO evidenced by the letter of appointment dated 22nd March 2021 referenced under Min. No. 88/03/2021(ii)(c)(4) posting instructions dated 29th March 2021. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.

##### **2. Rubindi-Ruhumba TC**

Tumusiime Mathias, appointed as Senior CDO evidenced by the letter of appointment dated 22nd March 2021 referenced under Min. No. 88/03/2021(ii)(c)(5) posting instructions dated 29th March 2021. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 1st July 2023.

##### **3. Nyabisirira TC**

Otunga Francis, appointed as Senior CDO evidenced by the letter of appointment dated 22nd March 2021 referenced under Min. No. 88/03/2021(ii)(c)(2) posting instructions dated 29th March 2021. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th May 2023.

##### **4. Bwizibwera -Rutooma TC**

Habomugisha African Jackson, appointed as Senior CDO evidenced by the letter of appointment dated 22nd March 2021 referenced under Min. No. 88/03/2021(ii)(c)(1) posting instructions dated 29th March 2021. At the time of assessment, the Officer was found to have been duly appraised as

evidenced by the Annual Performance Report (APR) dated 30th June 2023.

## **5. Bukiro TC**

Mugizi Godfrey, appointed as Senior CDO evidenced by the letter of appointment dated 21st December 2021 referenced under Min. No.144/12/2021(a)(v) (1) posting instructions dated 3rd January 2022. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 18th July 2023.

### **Sub counties:**

#### **1. Bukiro SC**

Musinguzi Onesmus, appointed as CDO evidenced by the letter of appointment 21st December 2021 referenced under Min. No. 144/12/2021(a)(iii)(1) posting instructions dated 3rd January 2022. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.

#### **2. Kashare SC**

Tumwine Arthur, appointed as CDO evidenced by the letter of appointment 16th June 2021 referenced under Min. No. 115/06/2021(e) posting instructions dated 18th June 2021. At the time of assessment, the Officer was found duly appraised.

#### **3. Rubaya SC**

Tumwiine B.Lauben, appointed as CDO no evidence of appointment was found on file. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.

#### **4. Bubaare SC**

Ssekade Vincent, appointed as CDO evidenced by the letter of appointment 22nd March 2021 referenced under Min. No. 88/03/2021(ii)(1) posting instructions dated 29th March 2021. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.

#### **5. Rubindi SC**

Tugume John Bosco, appointed as CDO evidenced by the letter of appointment 21st December 2021 referenced under Min. No.144/12/2021(a)(iii)(2) posting instructions dated 24th April 2023. At the time of assessment, the Officer was not duly appraised.

#### **6. Kagongi SC**

No information was provided for this LLG.

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.

Mbarara DLG has eleven LLGs. Senior Accounts Assistant /an Accounts Assistant staff were recruited and deployed as shown hereunder. However there were no staff deployed in Town Councils.

**Town Councils:**

There are no substantively appointed staff due no availability of a wage budget for the Town Councils.

**Sub counties:**

**1. Bukiro SC**

Tweheyo Ferdinando, appointed Senior Assistant Accountant by letter of appointment dated 25th March 2011, referenced under Min. No. 125/2011/ (a) (1), posting instructions dated 13th July 2023. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th June 2023.

**2. Kasahare SC**

Tumwebaze Grace, appointed Senior Assistant Accountant evidenced by letter of appointment dated 17th March 2020, referenced under Min. No. 39/3/2020(j)(i), posting instructions dated 9th August 2022. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 28th June 2023.

**3. Rubaya SC**

Tushemereirwe Judith, appointed Assistant Accountant evidenced by letter of appointment dated 22nd March 2021, referenced under Min. No. 88/03/2021(ii)(b), posting instructions dated 29th March 2021. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.

**4. Bubaare SC**

Birungi Assumpta, appointed Senior Assistant Accountant evidenced by letter of appointment dated 23rd August 2019, referenced under Min. No. 3134/7/2019, posting instructions dated 17th December 2021. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.

**5. Rubindi SC**

Kamatara Naome, appointed Senior Accounts Assistant evidenced by letter of appointment dated 14th November 2005, referenced under Min. No. 143/11/2005(6)(b), posting instructions dated 10th June 2019. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 29th June 2023.

**6. Kagongi SC**

Komwoereko Hellen, appointed Assistant Accountant evidenced by letter of appointment dated 17th March 2020, referenced under Min. No. 39/3/2020(j) (ii), posting instructions dated 2nd July 2020. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	A review of LG Draft Final Accounts for FY2022/23 revealed that the LG released 96% of funds allocated to the Department of Natural Resources for FY2022/23.	0
	Maximum score is 4	a. Natural Resources department, score 2 or else 0	<p><b>Evidence</b></p> <p>Draft Financial Statements for the Year Ended 30 June 2023 Received by Accountant General on 30 August 2023.</p> <p>Page 21</p> <p>Amount Warranted for FY2022/23 was UGX 440,061,237</p> <p>Revised Budget Amount for FY2022/23 was UGX 458,248,238</p> <p><b>Calculation</b></p> <p>Amount Warranted/Revised Budget*100= 440,061,237/458,248,238*100= 96%</p>	
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to:	A review of LG Draft Final Accounts for FY2022/23 revealed that the LG released 96% of funds allocated to the Department of Community-Based Services for FY2022/23.	0
	Maximum score is 4	b. Community Based Services department. score 2 or else 0.	<p><b>Evidence</b></p> <p>Amount Warranted for FY2022/23 was UGX 317,612,111</p> <p>Revised Budget Amount for FY2022/23 was UGX 332,331,111</p> <p><b>Calculation</b></p> <p>Amount Warranted/Revised Budget*100= 317,612,111/332,331,111*100= 95.6%</p>	
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0	<p>There was evidence that Mbarara LG carried out Environmental, Social, and Climate Change screening for the DDEG-funded project for the previous FY;</p> <p>Construction of one block classroom with principal's office and store phase1 was screened on 18/07/2022 with a costed ESMP of UGX: 680,000 dated 15/08/2022.</p>	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.	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG), score 4 or 0	<p>The project implemented under DDEG did not qualify to undergo an ESIA upon being screened for environmental and social safeguards.</p> <p>Construction of one block classroom with principal's office and store phase1 was screened on 18/07/2022 with a costed ESMP of UGX: 680,000 dated 15/08/2022.</p>	4
	Maximum score is 12			

4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;</p> <p>score 4 or 0</p>	<p>There was evidence that a costed ESMP for the DDEG funded project was prepared as thus;</p> <p>Construction of one block classroom with principal's office and store phase1 was screened on 18/07/2022 with a costed ESMP of UGX: 680,000 dated 15/08/2022.</p>	4
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**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>The list of LG audit opinions for FY 2022/23 released by OAG confirms that LG's financial statements for FY 2022/23 was unqualified.</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>The LG submitted information to the PS/ST on the status of implementation of recommendations in the Internal Auditor General and Auditor General Report for FY2021/22 before the 28 February 2023.</p> <p><b>Evidence</b></p> <p>VIDE: CR/252/1: Submission of Management Reponses on the Issues Raised in the Report of the Auditor General for Year Ended June 30,2022. Report Date 22 February 2023. Received by PS/ST on 24 February 2023</p> <p>VIDE: CR/252/1: Submission of Management Reponses on the Internal Auditor General's Report for the Year Ended June 2022. Report Date 22 November 2022. Received MoFPED on 24 November 2022.</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 submitted the Annual Performance Contract for FY2023/24 before 31 August 2023. The list of Performance Contract submissions also shows that the contract was endorsed by the PS/ST.</p> <p><b>Evidence</b></p> <p>CR/156: Submission of the Approved Final Performance Contract for FY 2023/2024. Received by MoFPED Registry on 31 July 2023.</p>	4
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>The LG submitted the Annual Performance Report for FY2022/23 to MoFPED before 31 August 2023.</p> <p><b>Evidence</b></p> <p>Submission of the Quarter Four Performance Report FY 2022/2023. Received MoFPED Registry on 22 August 2023.</p>	4



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

Maximum score is 4

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

score 4 or else 0.

The LG submitted all the Quarterly Budget Performance Reports (QBPR) for FY2022/23 to MoFPED before 31 August 2023

**Evidence**

1. Submission of the Quarter One Performance Report FY 2022/2023. Received MoFPED Registry on 19 December 2022
2. Submission of the Quarter Two Performance Report FY 2022/2023. Received MoFPED Registry on 15 February 2023
3. Submission of the Quarter Three Performance Report FY 2022/2023. Received MoFPED Registry on 18 May 2023
4. Submission of the Quarter Four Performance Report FY 2022/2023. Received MoFPED Registry on 22 August 2023

**Education Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>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.</p> <p><i>The Maximum Score of 70</i></p>	<p>a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0</p>	<p>Mbarara DLG has a substantive District Education Officer- Ahimbisibwe Gabriel as evidenced by letter of appointment on promotion dated 29th October 2013 referenced under Min 179/9/2013. At the time of assessment, the DEO was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 2nd August 2023.</p>	30
1	<p>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.</p> <p><i>The Maximum Score of 70</i></p>	<p>b) All District/Municipal Inspector of Schools, score 40 or else 0.</p>	<p>Mbarara DLG has two Inspectors of Schools positions (Senior Inspector of Schools 1No. &amp; Inspector of Schools 1No.) as per the MoPS (2023) approved and costed staff establishment structure and met the score requirement as detailed below.</p> <p><b>Senior Inspector of Schools</b></p> <p>1. Ayebazibwe Kellen, as evidenced by letter of appointment dated 9th April 2014 referenced under Min. No. 42/03/2014(vii)(1). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p> <p><b>Inspector of Schools</b></p> <p>1. Naturinda Christine as evidenced by letter of appointment dated 13th June 2023 referenced under Min. No. 152/06/2023(c)(ii). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	40
<b>Environment and Social Requirements</b>				
2	<p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p><i>The Maximum score is 30</i></p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that Environmental, Social, and Climate Change screening was carried out for education projects;</p> <p>The construction of Rwanyamahembe Seed Secondary School was screened on 15/07/2022 a project brief developed and submitted to NEMA dated 12/03/2021. In the project brief was a costed ESMP of UGX: 11,300,000.</p> <p>Construction of a 2-classroom block at Omukigando primary school was screened on 13/07/2022 with a costed ESMP of UGX: 1,130,000.</p> <p>Construction of a 2-classroom block at Amabaare primary school was screened on 13/07/2022 with a costed ESMP of UGX: 1,130,000.</p>	15
2	<p>Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p><i>The Maximum score is 30</i></p>	<p>If the LG carried out:</p> <p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>Projects implemented under education did not qualify to undergo an ESIA upon being screened for environmental and social safeguards;</p> <p>The construction of Rwanyamahembe Seed Secondary School was screened on 15/07/2022 a project brief developed and submitted to NEMA dated 12/03/2021. In the project brief was a costed ESMP of UGX: 11,300,000.</p> <p>Construction of a 2-classroom block at Omukigando primary school was screened on 13/07/2022 with a costed ESMP of UGX: 1,130,000.</p> <p>Construction of a 2-classroom block at Amabaare primary school was screened on 13/07/2022 with a costed ESMP of UGX: 1,130,000.</p>	15

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
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.	Mbarara DLG has a substantive District Health Officer - Dr. Ssebutinde Peter as evidenced by letter of appointment dated 17th October 2019 referenced under Min. No. 69/10/2019 (a). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	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	Mbarara DLG has a substantive Assistant District Health Officer (Maternal and Child Health) - Nshabohurira Agatha as evidenced by letter of appointment dated 16th April 2014 referenced under Min. No. 48/03/2018(i). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	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.	Mbarara DLG has a substantive Assistant District Health Officer (Environmental Health) - Tugume Erastus as evidenced by letter of appointment dated 21 December 2021 referenced under Min. No. 144/12/2021 (a) (vii) (1). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	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>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.	Mbarara DLG has a substantive Principal Health Inspector - Omia Santos as evidenced by letter of appointment dated 17th March 2020 referenced under Min. No. 39/3/2020(g). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	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>	e. Senior Health Educator, score 10 or else 0.	Mbarara DLG has a substantive Senior Health Educator - Kamugisha Fredrick as evidenced by letter of appointment dated 30th April 2019 referenced under Min. No. 32/04/2019 (a) (vi) (1). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	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>	f. Biostatistician, score 10 or 0.	Mbarara DLG has a substantive Biostatistician - Ayebare Sylvia as evidenced by letter of appointment dated 10th may 2010 referenced under Min. No. 97/03/2010(ii) (b). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	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>	g. District Cold Chain Technician, score 10 or else 0.	Mbarara DLG has a substantive Cold Chain Technician - Oyesigye Liberty as evidenced by letter of appointment dated 16th June 2021 referenced under Min. No. 115/06/2021 (d). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	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 Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs) If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0. There was evidence that the one project implemented under Health was screened for environmental, social, and climate change; Construction of the new OPD was screened on 02/07/2022 with a costed ESMP of UGX:1,590,000 dated 1,590,000  
*Maximum score is 30* **15**

2 Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs) b. Social Impact Assessments (ESIAs) , score 15 or else 0. The project implemented under Health did not qualify undergoing an ESIA upon being screened for environment and social safeguards; Construction of the new OPD was screened on 02/07/2022 with a costed ESMP of UGX:1,590,000 dated 1,590,000  
*Maximum score is 30* **15**

**Micro-scale Irrigation  
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
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>Mbarara DLG has a substantive Senior Agricultural Engineer - Arinaitwe Osbert as evidenced by letter of appointment dated 17th March 2020 referenced under Min. No. 39/3/2020 (a). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	<b>70</b>
<b>Environment and Social Requirements</b>				
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>Mbarara DLG did not carry out screening of the microscale irrigation to inform mitigation measures. The projects were,</p> <p>Establishment of a microscale irrigation demonstration site at Rwentanga farm.</p> <p>Establishment of micro-scale irrigation demonstration site at Rev. Stephen Turyasingula's farm.</p>	<b>0</b>

**Water & Environment Minimum Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
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.	Mbarara DLG has a substantive Civil Engineer (Water) - Mucunguzi Joseph as evidenced by letter of appointment dated 9th March 2020 referenced under Min. No. 23/02/2020 (q) (1). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>15</b>
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.	Mbarara DLG has a substantive Assistant Water Officer(Mobilisation) - Mwiine Job Bigombe as evidenced by letter of appointment as Community Development Officer dated 28th April 2023 referenced under Min. No. 119/04/2023(b)(i). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 15th December 2023.	<b>10</b>
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.	Mbarara DLG has a substantive Borehole Maintenance Technician - Kashaija Kenneth as evidenced by letter of appointment dated 14th November 2005 referenced under Min. No. 142/11/2005 (2)(b). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 8th July 2023	<b>10</b>
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.	Mbarara DLG has a substantive District Natural Resources Officer - Bagambe John Bat as evidenced by letter of appointment on promotion dated 28th April 2023 referenced under Min No. 126/04/2023 (h). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>15</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	Mbarara DLG has a substantive Environment Officer - Namara Brendah as evidenced by letter of appointment on promotion dated 16th November 2023 referenced under Min No. 170/11/2023(c).	<b>10</b>
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>	f. Forestry Officer, score 10 or else 0.	Mbarara DLG has a substantive Forestry Officer - Ainembabazi Joses as evidenced by letter of appointment on promotion dated 31st May 2019 referenced under Min No. 45/05/2019(n) (1). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>10</b>

**Environment and Social Requirements**

2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	There was evidence that Environmental, Social, and Climate Change screening was carried out for water infrastructures;  Construction of Kigoro solar piped water system was screened on 22/08/2022 with a costed ESMP of UGX: 2,450,000 dated 22/08/2022.  Drilling and installation of boreholes in Bubare sub-county was screened on 10/08/2022 with a costed ESMP of UGX: 1.130,000 dated 10/08/2022.  Drilling and installation of boreholes in Kashare sub-county was screened on 10/08/2022 with a costed ESMP of UGX: 1.130,000 dated 10/08/2022.	<b>10</b>
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	Projects implemented underwater did not qualify to undergo an ESIA upon being screened for environmental and social safeguards.  Construction of Kigoro solar piped water system was screened on 22/08/2022 with a costed ESMP of UGX: 2,450,000 dated 22/08/2022.  Drilling and installation of boreholes in Bubare sub-county was screened on 10/08/2022 with a costed ESMP of UGX: 1.130,000 dated 10/08/2022.  Drilling and installation of boreholes in Kashare sub-county was screened on 10/08/2022 with a costed ESMP of UGX: 1.130,000 dated 10/08/2022.	<b>10</b>
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	It was established that for the boreholes drilled in the FY 2022/2023, drilling permit was issued to MAMA Borewells Africa Ltd. Permit Number: KAM46/DP-01960/2022/RR issued on 30th/06/2023 by Directorate of Water Development. However, the LG did not have Abstraction permit for ground water abstraction yet during the year under review the LG implemented the Kigoro-Kyabilanga solar powered piped water system in Bukira sub-county. This particular indicator targeted abstraction permits hence the score awarded.	<b>0</b>