



LGMSD 2021/22

Kayunga District

(Vote Code: 523)

Assessment	Scores
Crosscutting Minimum Conditions	70%
Education Minimum Conditions	100%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	30%
Micro-scale Irrigation Minimum Conditions	30%
Crosscutting Performance Measures	65%
Educational Performance Measures	56%
Health Performance Measures	49%
Water & Environment Performance Measures	59%
Micro-scale Irrigation Performance Measures	77%

**Crosscutting
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): • If so: Score 4 or else 0 	<p>There was evidence that the 3 sampled DDEG projects were being utilized as per the purposes of the projects:</p> <p>1-Rehabilitated Kayonza Primary School in Kayonza Sub County (SC) at Ugx 60 million(LG Annual Performance report page 167);</p> <p>2-Rehabilitated classroom block at Gayaza Primary School in Bbale SC at Ugx 60 million(LG Annual Performance report page 167); and</p> <p>3-Kangulumira HCIV Martenity ward in Kangulumira SC at Ugx 74 Million(LG Annual Performance report page 167).</p>	4
2	<p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>a. If the average score in the overall LLG performance assessment increased from previous assessment :</p> <ul style="list-style-type: none"> o by more than 10%: Score 3 o 5-10% increase: Score 2 o Below 5 % Score 0 	<p>This was not applicable for the year 2021/22.</p>	0

Service Delivery
Performance

Maximum 6 points on
this performance
measure

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.

- If 100% the projects were completed :
Score 3
- If 80-99%: Score 2
- If below 80%: 0

There was evidence that the projects planned to be implemented in the LG Annual Work Plan for the year 2021/22 pages 21 and 41, were all completed 100% as per quarter 4 Performance report page 167:
These were:

1-Rehabilitated Kayonza Primary School in Kayonza Sub County (SC) at Ugx 60 million;

2-Rehabilitated classroom block at Gayaza Primary School in Bbale SC at Ugx 60 million); and

3-Kangulumira HCIV Martenity ward in Kangulumira SC at Ugx 74 Million.

Investment
Performance

Maximum 4 points on
this performance
measure

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:

Score 2 or else score 0.

There was evidence from the LG Annual work plan (Page 26 and 30) and pages 59 and 63 of the Annual Performance Report that LG spent all the DDEG of the year 2021/22 Ugx 1,917, 895,000 on eligible projects. The projects/activities included:

1-Rehabilitated Kayonza Primary School in Kayonza Sub County (SC) at Ugx 60 million;

2-Rehabilitated classroom block at Gayaza Primary School in Bbale SC at Ugx 60 million);

3-Kangulumira HCIV Martenity ward in Kangulumira SC at Ugx 74 Million;

4- Furniture to Wabunyonyi Primary School (PS) and Namirembe PS at Ugx12m;

5-Assorted Medical Equipment to health centres at Ugx 48m;

6-Equipment to Veterinary Disease laboratory with fridges, microscopes at Ugx 33m;

7- Boreholes at Ugx 50M;

8-Capacity Building at Ugx 70m;

9-Monitoring at Ugx 75;

10- Water tank 18m; and

10- LLGs Ugx 1,148m.

3

2

Investment Performance

Maximum 4 points on this performance measure

b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates, score 2 or else score 0

There was evidence that the DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates. The sampled projects were: the Completion of Class room Block at Kayonza and Gayonza P/S, where the estimate was Ugx 135,000,000 while the construction cost was Ugx 120,000,000 hence variation was - 11.1%; and Completion of expansion of Kangulumira HC IV Maternity ward, where the estimate was 48,130,000 and the award was Ugx 46,568,550, hence the variation was -3.24%.

Performance Reporting and Performance Improvement

4

0

Accuracy of reported information

Maximum 4 points on this Performance Measure

a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate, score 2 or else score 0

Three LLG were sampled to ascertain the accuracy filled positions as per the staffing standard;

The staff list obtained from;

1. **Busaana SC**; The staff list obtained from the SC had 17 filled positions, Neither the staff list nor staff structure for the SC was not availed from the HR Unit, for comparison

2. **Kayunga SC**; The staff list obtained from the SC had 14 filled positions, the list obtained from HR unit had 11

3. **Kayunga TC**; The staff list obtained from the SC had 28 filled positions, the list obtained from HR unit had 26

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> • If 100 % in place: Score 2, else score 0. <p>Note: if there are no reports produced to review: Score 0</p>	<p>There was evidence that the 3 DDEG projects were 100% complete as reported in the reports:</p> <p>1-Rehabilitated Kayonza Primary School in Kayonza Sub County (SC) at Ugx 60 million(LG Annual Performance report page 167);</p> <p>2-Rehabilitated classroom block at Gayaza Primary School in Bbale SC at Ugx 60 million(LG Annual Performance report page 167); and</p> <p>3-Kangulumira HCIV Martenity ward in Kangulumira SC at Ugx 74 Million(LG Annual Performance report page 167).</p>	2
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Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>The LG consolidated and submitted the staffing requirements for the coming FY to the MoPS as per the submission letter KYG/CR/166 dated 6th October 2022</p>	0
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>The LG conducted a tracking and analysis of staff attendance as per the "staff attendance tracking and analysis file" for FY 2021/22 which was examined</p>	2

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>The LG had ten (10) HoD. only five (5) appraisal reports were presented for review and were appraised on the following dates;</p> <p>1. District Community Development Officer - 77th October 2022, 2. District Planner - 21st July 2022, 3. District Health Officer - 14th October 2022, 4. Chief Finance Officer - 27th July 2022 and 5. District Commercial Officer - 8th August 2022</p>	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>The LG implemented administrative rewards and sanctions as per the minutes of meetings held on: 30th August 2021 during which staff abscondment from duty was discussed; 21st January 2022 during which staff appeals on alleged abscondment from duty was discussed and 20th April 2022 during which staff indiscipline was discussed.</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>The LG established the Consultative Committee (CC) for staff grievance redress as per the appointment letter KYG/CR/156, dated 26th October 2020. Information on its functionality was not availed for review</p>	0

8	<p>Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:</p> <p>Score 1.</p>	<p>Seventy two (72) new employees were recruited during the previous FY, as per the district recruitment list presented. They assumed duty during the months of October, November, December 2021 and; January and March 2022. Only forty four (44) and accessed the payroll within two months</p>	0
9	<p>Pension Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:</p> <p>Score 1.</p>	<p>Fifteen (15) members of staff retired during the previous FY as per the district list of retired officers, only five accessed the payroll within two months as per the sampled IPPS payroll</p>	0

Management, Monitoring and Supervision of Services.

10	<p>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>The LG transferred DDEG funds in full to LLGs. A total of UGX 1,147,877,988 as budgeted for in the year 2021/22, was fully transferred to LLGs as below:</p> <p>Quarter 1 Ugx 382,625,996 was transferred on 27/7/2021;</p> <p>Quarter 2 Ugx 382,625,996 was transferred on 2/11/2021; and</p> <p>Quarter 3 Ugx 382,625,996 was transferred on 28/1/2022.</p>	2
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10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget: (within 5 working days from the date of receipt of expenditure limits from MoFPED):</p> <p>Score: 2 or else score 0</p>	<p>The LG did not submit warrants in time for DDEG transfers to LLGs:</p> <p>Quarter 1 warrant was on 27/7/2021, expenditure limits date was 6/7/2021; 21 days</p> <p>Quarter 2 warrant was on 27/10/2021, expenditure limits date was 30/9/2021; 27 days and</p> <p>Quarter 3 warrant was on 28/1/2021 , expenditure limits date was 22/12/2022;6 days</p>	0
10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>The LG did not invoice in time for DDEG transfers to LLGs:</p> <p>Quarter 1 invoiced on 27/7/2021, expenditure limits date was 6/7/2021; 21 days</p> <p>Quarter 2 invoiced on 2/11/2021, expenditure limits date was 30/9/2021; 32 days and</p> <p>Quarter 3 invoiced on 28/1/2022 , expenditure limits date was 22/12/2022;6 days</p>	0

11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG supervised and mentored all LLGs at least once quarterly:</p> <p>Q1 mentoring was done on 18/8/2021 at the LG Head Quarter and focus was on work plans;</p> <p>Q2 mentoring was done on 21/12/2021 at the LG Head Quarter and focus was on revenue collection;</p> <p>Q3 mentoring was done on 29/3/2022 at the LG Head Quarter and focus was on Parish Development model (PDM); and</p> <p>Q4 mentoring was done on 26/4/2022 at the LG Head Quarter and focus was also on PDM.</p>	2
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the reports of support supervision and monitoring were discussed in the TPC meetings held on 28/9/2021 MIN 07/DTPC/09/2021/22 and 6/12/2021, MIN05/DTPC/12/2021/22.</p>	2

Investment Management

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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:

Score 2 or else score 0

Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0

The LG maintained an up-dated assets register covering details on buildings, vehicle, Land etc. as per format in the accounting manual and was last updated on June 30,2022.

Assets breakdown were as below:

1. Land Ugx ; 3,697,444;
 2. Building and structures:
 - a) Non Residential buildings Ugx 11,028,513,191;
 - b) Residential buildings Ugx 1,060,640,877;
 3. Roads and bridges Ugx 2,093,368,966 ;
 4. Motorcycles Ugx 8,800,000;
 - a) Others Ugx 26,500,000 ;
 5. Office equipment Ugx 5,625,000;
 6. Medical equipment Ugx 118,772,002;
 7. ICT equipment Ugx ;
 9. Furniture and Fittings Ugx 80,850,350;
 10. Cultivated assets Ugx 102,946,539
 11. Motor vehicles Ugx 210,472,357;
 12. Others Ugx 824,349,776
- Total Assets Ugx
16,546,432,3489.**

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>There was evidence that the LG used the Board of Survey Report dated 26/8/2022 to make Assets Management decisions;</p> <p>Fenced the land at the District Quarters, and repaired the motor cycle LG 00104 as per board of survey recommendations.</p>	1
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>The LG Physical Planning Committee was in place and functioning, at least 4 sets of minutes were prepared and submitted to MoLHUD as required:</p> <ol style="list-style-type: none"> 1. Minutes dated 2/11/2021 submitted on 27/7/2022; 2. Minutes dated 2/12/2021 submitted on 27/7/2022 3. Minutes dated 17/3/2022 submitted on 27/7/2022; and 4. Minutes dated 23/6/2022 submitted on 27/7/2022. <p>The committee was constituted with 14 members and submission of new investments were considered within 30 days of submission. The LG did not have an approved Physical Development Plan.</p>	2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d. For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the 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:</p> <p>Score 2 or else score 0</p>	<p>The LG conducted desk appraisals, the investment derived from the LG Development Plan (Pages 122 and 152) and were eligible for funding under sector guidelines as indicated in the minutes dated 29/10/2020 for the projects implemented in the year 2021/22. The projects appraised included:</p> <p>1-Rehabilitation of Kayonza Primary School in Kayonza Sub County (SC) at Ugx 60 million;</p> <p>2-Rehabilitation of classroom block at Gayaza Primary School in Bbale SC at Ugx 60 million); and</p> <p>3-Construction of Maternity ward in Kangulumira HC at Ugx 74 Million.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports 10/11/2020, for the projects implemented in the year 2021/22. The projects appraised included:</p> <p>1-Rehabilitation of Kayonza Primary School in Kayonza Sub County (SC) at Ugx 60 million;</p> <p>2-Rehabilitation of classroom block at Gayaza Primary School in Bbale SC at Ugx 60 million); and</p> <p>3-Construction of Maternity ward in Kangulumira HC at Ugx 74 Million.</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>There was evidence that the project profiles with costing were developed and discussed by TPC for all investments in the AWP for the current FY 2022/23. These projects were discussed in the meeting of 21/12/2021, MIN04/DTPC/12/2021/22. They included:</p>	1
		<p>Score 1 or else score 0.</p>	<p>1-Borehole Drilling and Rehabilitation in various Sub Counties (SC)at Ugx 144m;</p> <p>2-Rehabilitation of Boreholes in various SCs at Ugx 60m; and</p> <p>3-Construction of Piped water supply in variuos SCs at Ugx 400m.</p>	
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>There was no evidence that the LG had screened DDEG-funded projects (for E&S risks and/or impacts) and put mitigation measures in place in the current financial year. Screening forms were not available at the time of assessment.</p>	0
		<p>Score 2 or else score 0</p>		
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>From the procurement plan, the sources of funds for the projects were not clearly indicated.</p>	0
		<p>Score 1 or else score 0</p>		

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	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	There was no evidence from the procurement plan and the Contracts Committee minutes that any DDEG infrastructure projects were approved by the Contracts committee.	0
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	There was evidence that the LG established PIT. There was evidence of letters referenced: 1. KYG/CR/354, dated August 9, 2021 appointing the DHO, the Environment officer, the CDO, the LG engineer and Clerk of works on the PIT for Health projects; and 2. EDUC/100 dated October 24, 2021 appointing the DEO, the Environment officer, the CDO, the labour officer, the LG engineer and Clerk of works on the PIT for Health project	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer: Score 1 or else score 0	There was evidence that the: The Rehabilitation of Kayonza Primary School in Kayonza , Rehabilitation of classroom block at Gayaza Primary School, which entailed removal and replacement of specified openings and plastering; while the Completion of Maternity ward in Kangulumira required plastering using cement:sand motor and construction ceiling was expanded metal lathe ceiling and electrical installation.	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

- There was evidence that the LG provided supervision by the relevant technical officers of each infrastructure project. The sampled certifications were for :
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1. Construction of Nakatoke HC II ward, where the DE, environmental officer and CDO jointly certified the works on June 17, 2021.
 2. Construction of a 2 classroom block with office and store at St. Peter's school Luskenke, where the DE, environmental officer and CDO jointly certified the works on June 14, 2021.
 3. Construction at Bugadu P.S, Busale P.S and Kanjuki P.S, where the DE, environmental officer and CDO jointly certified on June 6, 2022.

13	1	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):</p> <p>Score 1 or else score 0</p>	<p>There was evidence that the LG verified works (certified) and initiated payments of contractors within specified timeframes as per contract :</p> <ol style="list-style-type: none"> 1. Construction of Nakatoke HC II ward, where the the contractor invoiced on June 10, 2022, the supervisor of works prepared the certificate on June 17, 2022, DE, environmental officer and CDO jointly certified the works on June 17, 2022 before payment under Vr. 44437871 on July 11, 2022. 2. Construction at Bugadu P.S, Busale P.S and Kanjuki P.S, where the contractor invoiced on May 20, 2022, the supervisor of works prepared the certificate June 7, 2022, the DE, environmental officer and CDO jointly certified on June 7, 2022 the works on before payment was effected under Vr. 44437982 on July 7, 2022. 3. Completion of Nakatovu HC III ward, where the contractor invoiced on June 10, 2022, the supervisor of works prepared the certificate June 17, 2022, the DE, environmental officer and CDO jointly certified on June 17, 2022 the works on before payment under Vr. 44437982 on July 11, 2022.
13	1	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:</p> <p>Score 1 or else 0</p>	<p>There was evidence that the LG has complete procurement file in place for each contract. The sampled contracts were:</p> <p>KAYU523/wrks/2021-22/00132, Construction a 3 classroom block with an office and furniture and a staff house with</p>

a toilet at Busana CU P.S and construction of 4 classroom multipurpose block at Nakaziba CU P.S, whose: procurement requisition was made on April 20, 201, with an estimate of Ugx 585,872,181; the procurement approval was made on November 8, 2021; tender advert was made on September 9, 2021; Evaluation was concluded on December 21, 2021; Contract was signed on March 15, 2022 at an award amount of Ugx 570,023,751.

KAYU523/wrks/21-22/00054, Phased Construction of Kayunga District Administration block at Kayunga District HQs, whose: procurement requisition was made on April 26, 2021, with an estimate of Ugx 236,000,000; the procurement approval was made on June 1, 2021; tender advert was made on June 10, 2021; Evaluation was concluded on August 25, 2021; Contract was signed on Jan 7, 2022 at an award amount of Ugx 225,885,188.

KAYU523/wrks/21-22/00060, Completion of Nakatovu HCII ward, whose: procurement requisition was made on April 23, 2021, with an estimate of Ugx 215,000,000; the procurement approval was made on June 1, 2021; tender advert was made on June 10, 2021; Evaluation was concluded on August 25, 2021; Contract was signed on January 25, 2022 at an award amount of Ugx 209,817,508.

Environment and Social Safeguards

14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p> <p>Score: 2 or else score 0</p>	<p>There was evidence that the District Local Government had a designated a person to coordinate response to feed-back (grievance /complaints) and had established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as was deemed relevant.</p> <p>A letter appointing five members to the committee was dated 26th October 2020.</p> <p>It was signed by Adongo Roseline Luhoni, the CAO.</p> <p>The committee was composed of the DPMO (Chairman), SAS, SFO, DCDO and DIO.</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>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.</p> <p>If so: Score 2 or else 0</p>	<p>There was evidence that Kayunga DLG had specified a system for recording, investigating and responding to grievances, which included a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district offices. There was a Grievance Book/Register but grievances were recorded as notes for discussion, not tabulated into clear grievance columns. The last case was that of non-payment at a Health site at Busaale HC III</p>	2

14	Grievance redress mechanism operational.	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.	There was evidence that Kayunga District had publicized the grievance redress mechanisms so that aggrieved parties knew where to report and get redress. There was a Notice at the CAOs Noticeboard, advertising Grievance procedures.	1
	Maximum 5 points on this performance measure	If so: Score 1 or else 0		
15	Safeguards for service delivery of investments effectively handled.	a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0	<p>There was evidence that Environment, Social and Climate change interventions were integrated into LG Development Plans, annual work plans and budgets ,Ugx 60 million was budgeted for it on page 67 of the 2021/22 LG approved budget for the 3 projects below:</p> <p>1-Rehabilitation of Kayonza Primary School in Kayonza Sub County (SC) at Ugx 60 million;</p> <p>2-Rehabilitation of classroom block at Gayaza Primary School in Bbale SC at Ugx 60 million); and</p> <p>3-Construction of Maternity ward in Kangulumira HC at Ugx 74 Million.</p>	1
	Maximum 11 points on this performance measure			
15	Safeguards for service delivery of investments effectively handled.	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	There was evidence that DDEG guidelines were given to LLGs in the LG TPC meeting of 28/9/2021.	1
	Maximum 11 points on this performance measure	score 1 or else 0		

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	There was no evidence that Kayunga DLG 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 . DDEG projects supposed to have been included in BoQs were as follows: 1) Phased completion of District Headquarter Block. 2) Rehabilitation of classroom block at Gayaza Primary School; 3) Rehabilitation of Kayonza primary school.; 4) Rehabilitation of borehole at Nkuutu-Sokoso.; and 5) Maternity ward construction at Kangulumira HCIV. But none of the costed items were seen in the BoQs. Instead, new values were seen not consistent with those under ESMPs.	0
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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	No projects presented with costing of the additional impact from climate change	0
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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	DDEG projects did not have evidence that ALL projects had evidence of land ownership. Evidence was required for the following: 1) Phased completion of District Headquarter Block. 2) Rehabilitation of classroom block at Gayaza Primary School; 3) Rehabilitation of Kayonza primary school.; 4) Rehabilitation of borehole at Nkuutu-Sokoso.; and 5) Maternity ward construction at Kangulumira HCIV. But the only Land Title available was for Bukamba HC III located on Plot 20 Block 109, Bugerere Kayunga.	0
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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 environmental officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs; and provided monthly reports. No monthly supervision and monitoring forms were presented for: 1) Phased completion of District Headquarter Block; and 2) Rehabilitation of borehole at Nkuutu-Sokoso.	0
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15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>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:</p> <p>Score 1 or else score 0</p>	<p>There was evidence that E&S compliance Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects. Certification Forms signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer were presented for sampled projects of:</p> <ol style="list-style-type: none"> 1) Construction of twin staff house dated 18/06/22; 2) Construction of toilet at Bbaale HC IV, dated 10/06/2021; 3) Construction and expansion of maternity ward, construction of toilet, placenta pit and installation of water tank at Nakatovu HC II; and 4) Construction and expansion of maternity ward and installation of rain water tank at Kangulumira HC IV
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Financial management

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>All the 3 bank accounts sampled had their monthly reconciliations done up to October 31, 2022. These were:</p> <ol style="list-style-type: none"> 1. Youth Livelihood Project ; 2. MUWRAP; and 3. General Fund.
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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 produced 4 quarterly internal audit reports in the FY 2021/22 as below:</p> <p>Quarter 1 report was prepared on 29/10/2021;</p> <p>Quarter 2 report was prepared on 31/1/2022 ;</p> <p>Quarter 3 report was prepared 30/4/2022; and</p> <p>Quarter 4 report was prepared on 29/7/2022.</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 had provided status of implementation of internal audit findings to the LG PAC for all the 4 quarters:</p> <p>Quarter 1 status of implementation of internal audit findings provided to LG PAC on 23/12/2021;</p> <p>Quarter 2 status of implementation of internal audit findings provided to LG PAC on 4/3/2022;</p> <p>Quarter 3 status of implementation of internal audit findings provided to LG PAC on 29/6/2022; and</p> <p>Quarter 4 status of implementation of internal audit findings provided to LG PAC on 2/8/2022.</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>There was no evidence that all the 4 quarterly audit reports were discussed. Only 2 quarters 1 and 2 were discussed in the LGPAC meetings of 12-13/1/2022 and 23-24/3/2022 respectively.</p>	0
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Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>The actual/budget local revenue collection ratio for the FY 2021/22 was 84% (UGX834,518,119 / 991,923,000). This was a budget variance of 16% which is outside the required +/- 10 %.</p> <p>(Source: LG draft Final accounts for FY 2021/22 page 14 and the LG Approved Work Plan and Budget for 2021/22 page 1.)</p>	0
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19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>The LG OSR decreased by 5 % from UGX 879,642,623 in the FY 2020/21 to UGX 834,518,119 in the FY 2021/22. (Source: LG audited accounts for Financial Year (FY) 2020/21 page 14 and draft accounts for the year 2021/22 page 14.</p>	0
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20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>The shareable revenue of Ugx531,756,456 was shared and transferred to LLGs as required:</p> <p>Galiraya Ugx 29,801,961;</p> <p>Bbaale Ugx 6,798,366;</p> <p>Kayonza Ugx 11,470,016;</p> <p>Kitimbwa Ugx 4,325,736;</p> <p>Kayunga TC Ugx 249,250,000;</p> <p>Kayunga Ugx 11,927,500;</p> <p>Busaana Ugx 16,477,797;</p> <p>Nazigo Ugx 4,320,550; and</p> <p>Kangulumira Ugx 11,269,770.</p>	2
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Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>There was evidence of an information notice board at the LG offices. On display were best evaluated bidders for various contracts. The sampled notices were for: The construction of Class rooms at Katugo P.S, which was awarded to Jahe building contractors at Ugx144,108,090; Phased construction of Kayunga District headquarters, awarded to Wazibas building contractor at Ug x 399,733; construction of Classroom with office block at Kayonza P.S awarded to Nitus Solutions Ltd at Ugx 99,569,669</p>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>LG performance assessment results for the year 2020/21 together with the implications were available on the LG notice board at the time of the assessment on November 7, 2022.</p>	2

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>There was evidence that the LG during the previous FY conducted discussions with the public to provide feed-back on status of activity implementation:</p> <p>There was a stakeholder meeting in Galilaya SC on 18/5/2022 which discussed issues on poor road network and education.</p>	1
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>There was evidence that the LG made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal on the notice board on the LG assessment date November 7, 2022.</p>	1
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>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</p>	<p>The LG prepared 2 reports to IGG dated 7/12/2021 and 11/5/2022 on alleged nonpayment of increment of Kayunga TC staff and alleged termination of a staff.</p>	1

**Educational
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 	<p>There was a 5% decline in the LG PLE pass rate between 2019 and 2020 as shown below;</p> <p>2019:DIV one was 445 ; DIV two was 2,919; DIV three 1,679. The total pass, therefore, was 5,053 while the total number of candidates that sat exams was 7,529. The calculated percentage for 2019 was, therefore, $5,053/7,529 \times 100 = 67\%$.</p> <p>2020: Div. one was 621; Div. two was 2766, and Div. three was 1571. The total pass, therefore, was 4958 while the total number of candidates that sat exams was 7972. The calculated percentage for 2020 was, therefore, $4958/7972 \times 100 = 62\%$.</p> <p>Therefore $67\% - 62\% = 5\%$ decline.</p>	0

1

3

Learning Outcomes:
The LG has improved
PLE and USE pass
rates.

Maximum 7 points on
this performance
measure

b) The LG UCE
pass rate has
improved between
the previous school
year but one and
the previous year

- If improvement by more than 5% score 3
- Between 1 and 5% score 2
- No improvement score 0

There was a 7% improvement in the LG UCE pass rate between 2019 and 2020 as shown below;

2019: DIV one was 206; DIV two was 600; DIV three was 844. The total pass, therefore, was 1650 while the total number of candidates that sat exams was 3332 .The calculated percentage for 2019 was, therefore, $1650/3332 \times 100 = 50\%$

2020: Div. one was 374; Div. two was 667, and Div. three was 782. The total pass, therefore, was 1823 while the total number of candidates that sat exams was 3193. The calculated percentage for 2020 was, therefore, $1823/3193 \times 100 = 57\%$.

Therefore $57\% - 50\% = 7\%$ improvement.

2

0

Service Delivery
Performance: Increase
in the average score in
the education LLG
performance
assessment.

Maximum 2 points

a) Average score in
the education LLG
performance has
improved between
the previous year
but one and the
previous year

- If improvement by more than 5% score 2
- Between 1 and 5% score 1
- No improvement score 0

This assessment was not yet applicable.

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

Maximum 8 points on this performance measure

a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0

The LG received a sum of 1,284,800,000 UGX development grant which was on eligible activities as stipulated planning, budgeting, and implementation guidelines for local government dated May 2019 page 12, code 321470 as shown below;

a) Construction of a two-classroom block at;

1. Nakitokolo P/S in Bbaale Sub-county.
2. St. Peters Lusenke P/S in Busaana sub-county.
3. Bulawula P/S in Kitimbwa Sub-county.

b) Construction of three classroom block at;

1. Bugandu P/S in Busaana Sub-county.
2. Nakaziba P/S in Kayunga sub-county.
3. Busaale P/S in Kayunga sub-county

c) Renovation of a three-classroom block at;

1. Kanjuki UMEA P/S in Kayunga sub-county
2. Gayaza P/S in Bbaale
3. Nakaziba P/S in Kayunga sub-county.

d) Construction of teachers' house at Busaana C/U P/S.

e) Construction of 5 stance pit latrines at;

1. Kitimbwa P/S
2. Kanjuki P/S
3. Kasana C/U P/S.

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>There was evidence that the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the year 2021/22 before the LG made payments to the contractor:-</p> <ol style="list-style-type: none"> 1. A Contract for the construction of a 5 star pit latrine by Posh Supplies Ltd at Kasana P/S in Busana SC at Ugx 22,885,905 was certified by the DEO, Environment Officer and CDO on 16/6/2022 before payment on 22/6/2022. 	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>There was evidence that the variations in the contract price were within +/-20% of the MoWT estimates. The sampled contracts were:</p> <ol style="list-style-type: none"> 1. the Construction a 3 classroom block with an office and furniture and a staff house with a toilet at Busana CU P.S and construction of 4 classroom multipurpose block at Nakaziba CU P.S, where the estimate was Ugx 585,872,181 and the contract was Ugx 570,023,751, hence the variation was -2,7%; 2. the Construction of Seed Secondary school at Mataba Kayunga District, where the estimate was Ugx 3,500,000,000 and the contract was Ugx 3,241.088,005, hence the variation was -7.4%; 3. the Construction a 5-classroom block with and renovation of a 4-classroom block and supply of furniture at Namulanda CU P. S, where the estimate was Ugx 560,320,133 and the contract was Ugx 529,344,071, hence the variation was -5.53% 	2

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 	<p>The contract for Mataba Seed school was signed on March 15, 2022 and has a construction period of 18 months so the expected completion is set for September 2023.</p>	2
4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 – 79% score: 1 • Below 70% score 0 	<p>There was evidence from the Human resource office, staffing structure, and teacher staff list that the LG had recruited 1638 (100%) primary school teachers out of 1638 teachers as per the prescribed MoES staffing guidelines.</p>	3

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

From the LG consolidated school asset register for FY 2020/2021 and 2021/2022 revealed that; for the 167 UPE schools, 143 (86%) met the basic requirements and 11 out of 12 USE (92%) met the basic requirements and minimum standards set out in the DES guidelines. This gives a total of 144 out of 179 schools (both UPE and USE) that met the basic requirements and minimum standards while 35 did not meet them. $144 \div 179 \times 100 = 73\%$. Among the schools that do not meet the basic minimum requirements of at least 3 permanent classrooms complete with a classroom ratio of 1:53 pupils; desk pupil ratio of 1:3 pupils; a latrine stance pupil stance ratio of 1:40 pupils and teachers accommodation in Kayunga LG included the following: Sokoso in Galilaya sub-county; Kasokwe P/S in Galilaya sub-county, Namirembe public school in Busaana sub-county and Mugongo P/S in Bbaale.

Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

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

There was consistency in information from the LG teacher deployment list and from the three sampled schools regarding teacher deployment as shown below: Busaana Primary school had 10 teachers; Kanjuki UMEA primary school had 13 teachers and Namagabi UMEA primary school had 16 teachers.

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

Maximum 4 points on this performance measure

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

- If the accuracy of information is 100% score 2

- Else score: 0

The LG had a school asset register accurately reporting on the schools' infrastructures like classrooms; latrines, desks, laboratories, and teachers' accommodation in all registered primary schools which was last updated in February 2022. The information provided on the consolidated asset register was consistent with that obtained from the sampled schools as shown below: 1) Namagabi UMEA P/S had 392 desks;15 classrooms; 8 teacher houses and 21 toilet stances. 2) Busaana P/S had 164 desks;13 classrooms; 6 teacher houses and 10 toilet stances. 3) Kanjuki UMEA P/S had 141 desks; 10 classrooms;08 latrine stances and 6 teachers' houses.

School compliance and performance improvement:

Maximum 12 points on this performance measure

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

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

There was no evidence from the sampled schools (0%) which were; Busaana Primary school, Kanjuki UMEA Primary school, and Namagabi UMEA Primary school, to show that they had complied with MoES annual budgeting and reporting guidelines and had submitted reports to the DEO by January 30.

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> • If 50% score: 4 • Between 30– 49% score: 2 • Below 30% score 0 	<p>There was no evidence from the sampled schools to show that UPE schools had been supported to prepare and implement SIPs in line with inspection recommendations.</p>	0
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 	<p>There was evidence from MoES OTIMS data that the LG had collected and compiled OTIMS for all 167 (100%) registered schools from the previous FY year with 81,468 pupils.</p>	4

Human Resource Management and Development

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p>	<p>From the LG performance contract, list of schools, and staff list, it was evident that the LG had 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 as per the sector guidelines for the current FY 2022/2023 with a wage provision of 11,597,974,721 UGX to cater for a total of 1638 teachers in 167 UPE schools.</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>From the teachers\' deployment list and school list, it was evident that the LG had deployed 1638 teachers as per sector guidelines in the current FY in the 167 UPE schools for example; Busaana P/S had 8 teachers, Namagabi UMEA Primary school had 16 teachers and Kanjuki UMEA primary school had 13 teachers.</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>From the sampled schools, it was evident that teacher deployment data had been disseminated or publicized on LG and school notice boards. The information found on the notice boards of respectful schools was consistent with what was provided by the LG education department as shown below;</p> <p>Busaana P/S had 8 teachers, Namagabi UMEA Primary school had 16 teachers and Kanjuki UMEA primary school had 13 teachers</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.

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

Score: 2 or else, score: 0

The LG had 167 primary schools and therefore 167 Head Teachers. The LG did NOT present any primary school Head Teachers' appraisal reports for review

0

Maximum 8 points on this performance measure

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.

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

The LG did NOT present any secondary school Head Teachers' appraisal reports for review

0

Maximum 8 points on this performance measure

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>The Education Department had four (4) members of staff. Only 3 were appraised on the following dates;</p> <p>1. Inspector of Schools - 19th September 2022, 2. Senior Education Officer - 30th June 2022 and 3. Sports Officer - 28th June 2022</p> <p>The Senior Inspector of Schools was not appraised</p>	0
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p>	<p>The LG did NOT prepare any training plan to address identified staff capacity gaps at the school and LG levels</p>	0
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Management, Monitoring and Supervision of Services.

9	2	<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>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>It was evident that on 2/12/2021 the LG had confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by communicating corrections and revision of the school list and enrolment of 81,468 pupils in 167 schools before the 15th December annual deadline.</p>
<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 or else, score: 0</p>			
9	2	<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.</p>	<p>From the annual sector work plan for the financial year 2020/2021, it was evident that the LG education department received a total of 64,144,000 UGX for inspection and monitoring functions including monitoring teaching-learning process, sensitization of schools about standard operating procedures (SOPs) of COVID 19.</p>
<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 else, score: 0</p>			
9	0	<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</p>	<p>The LG did not submit all warrants for school's capitation within 5 days for the last 3 quarters as below:</p> <p>Quarter 2 warrant was on 27/10/2021, release date was 30/9/2021; 27 days</p> <p>Quarter 3 warrant was on 21/1/2022, release date was 22/12/2022; 29 days and</p> <p>Quarter 4 warrant was on 25/4/2022, release date was 4/4/2022;21 days.</p>
<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</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>Maximum 8 points on this performance measure</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>There was no evidence that the LG invoiced all capitation releases to schools within 3 working days:</p> <p>Quarter 2 invoicing was on 2/11/2021 and release date was 30/9/2021, 32 days;</p> <p>Quarter 3 invoicing was on 28/1/2022 and release date was 22/12/2022, 6 days; and</p> <p>Quarter 4 invoicing was on 28/4/2022 and release date was 4/4/2022, 24 days.</p>	0
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <p>• If 100% compliance, score: 2, else score: 0</p>	<p>It was evident that on 30/06/2021 the LG Education department prepared an inspection plan and meetings conducted to plan for school inspections.</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0 	<p>On average 85% of all the 167 registered UPE schools had been inspected at least once per term and reports produced as follows: Term 11(2021): 96 out of 167 (57%). Term 1(2022):162 out of 167 (97%) were inspected. Term 11 (2022): 167 out of 167 (100%).</p>	1
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>From the sampled schools which were; Busaana P/S, Namagabi UMEA, and Kanjuki UMEA there was no evidence to show that School inspection reports were discussed and used to make recommendations for corrective actions during the previous FY.</p>	0

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>There was no evidence that the DIS and DEO had 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).</p>	0
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>There was evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings and performance assessment results as below:</p> <ol style="list-style-type: none"> 1. Minutes of the social committee meeting dated 1/10/2021 ; 2. Minutes of the social committee meeting dated 9/12/2021; 3. Minutes of the social committee meeting dated 15/2/2022 ; and 4. Minutes of the social committee meeting dated 28/6/2022. 	2

11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,</p> <p><i>score: 2 or else score: 0</i></p>	<p>There was no evidence that the LG Education department had conducted activities to mobilize, attract and retain children at school.</p>	0
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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>The LG had a school asset register accurately reporting on the schools\' infrastructures like classrooms; latrines, desks, laboratories, and teachers\' accommodation in all registered primary schools which was last updated in February 2022. The information from the LG assets register was validated with that from sampled schools as follows; Namagabi UMEA P/S had 392 desks;15 classrooms; 8 teacher houses and 21 toilet stances. 2) Busaana P/S had 164 desks;13 classrooms; 6 teacher houses and 10 toilet stances. 3) Kanjuki UMEA P/S had 141 desks; 10 classrooms;08 latrine stances and 6 teachers\' houses.</p>	2
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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 conducted desk appraisals, the investment derived from the LG Development Plan (Pages 122 and 152) and were eligible for funding under sector guidelines as indicated in the minutes dated 29/10/2020 for the projects implemented in the year 2020/21. The projects appraised included:</p> <p>1-Rehabilitation of Kayonza Primary School in Kayonza Sub County (SC) at Ugx 60 million;</p> <p>2-Rehabilitation of classroom block at Gayaza Primary School in Bbale SC at Ugx 60 million); and</p> <p>3- Renovation of Namalere PS Galiraya SC at 20million.</p>	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, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports 10/11/2020, for the projects implemented in the year 2020/21. The projects appraised included:</p> <p>1-Rehabilitation of Kayonza Primary School in Kayonza Sub County (SC) at Ugx 60 million;</p> <p>2-Rehabilitation of classroom block at Gayaza Primary School in Bbale SC at Ugx 60 million); and</p> <p>3- Renovation of Namalere PS Galiraya SC at 20million.</p>	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>There was evidence under Item 35 of consolidated procurement plan for the FY 2022-23 that the LG planned and budgeted for education infrastructure project for a nww seed secondary school. This was further confirmed by the education sector procurement plan submitted on April 28, 2022.</p>	1
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>There was evidence of a Contracts Committee meeting dated May 9, 2022 which approved the procurement of the Mataba Seed secondary school and subsequently the solicitor Generals clearance was obtained through a letter a letter referenced Adm.7/188/02, dated June 21, 2022.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>There was evidence of a letter referenced Educ/100, dated October 24, 2021 appointing the Education officer, the supervisor of works, the LG Engineer, Senior environment officer, the CDO and labour officer on the PIT for all education projects.</p>	1

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>There was evidence that the school infrastructure followed the standard technical designs provided by the MoES. The sampled dimension as set out for Mataba Seed secondary school were: the sampled internal dimensions for the classroom were 7.0m x 8.81m; the sampled internal dimension for the science lab were 9.0m x 8.81m; the sampled internal dimension for the staff room were 7.0m x 8.81m;</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY</p> <p><i>score: 1, else score: 0</i></p>	<p>There was no evidence of a site meeting for the Mataba seed school construction.</p>	0
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc ..., has been conducted</p> <p><i>score: 1, else score: 0</i></p>	<p>There was no evidence of site meetings involving the environment officers, CDOs in all sector projects and in Particular for the Construction Mataba Seed secondary school during critical stages of the Projects' execution during the previous FY.</p>	0

13	1	<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>There was evidence that Education infrastructure projects were properly executed and payments to contractors made within specified timeframes within the contract as below:</p> <p>A Contract for the construction of a VIP latrine at Kasana PS by Posh supplies ltd worth Ugx22,885,905 submitted on 16/6/2022 was certified by the DEO, Environment Officer and CDO on 16/6/2022 and payment was made on 22/6/2022.</p>
13	1	<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 submitted a procurement plan on April 28, 2021.</p>
13	1	<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>There was evidence of a complete procurement files the Mataba Seed secondary school. The details of the files were:</p> <p>KAYU523/wrks/21-22/00066, Construction of Seed Secondary school at Mataba Kayunga District, whose: procurement requisition was made on April 24, 2021, with an estimate of Ugx 3,500,000,000; the procurement approval was made on June 1, 2021; tender advert was made on June 10, 2021; Evaluation was concluded on September 6, 2021; Contract was signed on June 13, 2022 at an award amount of Ugx 3,241.088,005.</p>

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>There was no evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework at the Education department. True, there was a Notice at the Education Noticeboard advertising Grievance procedures, but the assessment saw no Grievance Log for recording, investigating and responding the grievances.</p>	0
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>From the sampled schools there was no evidence that LG had disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation.</p>	0

16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i></p>	<p>There was no evidence that Kayunga DLG had in place costed ESMP and these were incorporated within the BoQs and contractual documents.</p> <p>Costing was done for:</p> <ol style="list-style-type: none"> 1) Renovation of a 2-classroom block at Namalere PS; 2) Construction for 3-classroom block at Bugaddu CU PS; 3) Construction of 5 classroom block at Namulanda RC; and 4) Construction of New Seed school at Mataba, Kayunga Sub County. <p>But none of the costed items were seen in the BoQs. Instead, new values were seen not consistent with those under ESMPs</p>	0
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i></p>	<p>There was no proof of land ownership or access for school construction projects. There were no land Titles produced for schools</p>	0

16	2	<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, <i>score: 2, else score:0</i></p>	<p>There was evidence that the Environment Officer and CDO conducted support supervision and monitoring. Monitoring Forms signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer were presented for the following schools:</p> <ol style="list-style-type: none"> 1) Bulawula P/S that was undated; 2) Nakaziba, Kanjuki, and Namagabi UMEA primary school were all on one undated Monitoring Form; 3) Galiraya primary school, dated 27/05/2022; 4) Kibuzi primary school dated 10/6/2022.
16	1	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments</p> <p><i>Score: 1, else score:0</i></p>	<p>There was evidence that E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments. There was evidence provided indicating dates and signatures of the EO and DCDO on the education contractor payment certificate forms for these school projects:</p> <ol style="list-style-type: none"> 1. Construction of Toilet at Nakitokolo P/S, Bbaale S/C, signed by the SEO and SCDO on 10/05/2022; 2. Construction of Toilet at Kitimbwa C/U P/S in Kitimbwa TC, signed by the SEO and SCDO on 12/05/2022; and 3. Construction of Toilet at Kanjuki C/U P/S in Kayunga S/C, signed by the SEO and SCDO on 18/05/2022;

**Health Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>There was no evidence that Kayunga DLG attained a 20% or more increase in the coverage of institutional deliveries. The total number of institutional deliveries in the three sampled health facilities in FY 2020/21 was 4716, decreasing to 4109 in FY 2021/22, a decrease of 12.9.%.</p> <p>1. Kangulumira HCIV 1931 (2020/21) – 1758 (2021/22)</p> <p>2. Nazigo HCIII 942 (2020/21) – 1028 (2021/22)</p> <p>3. Ntenjeru HCIII: 1843 (2020/21) – 1323 (2021/22)</p> <p>Total 2021/22 (4109) – Total 2020/21 (4716)/ = -907/4109*100= - 12.9%</p>	0

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

Maximum 8 points on this performance measure

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

There was evidence that the LG budgeted and spent all the health development grant Ugx 1,331 million (page 24 of the Budget) for the year 2021/22 on eligible activities as per the health grant and budget guidelines. The projects were:

1. Busaale HCII Kayunga SC Staff house construction at Ugx 650 million;
2. Wabwoko HCIII completion 2nd phase Kitimbwa SC at 70m;
3. Bukamba HCIII Nazigo SC at Ugx 150m;
4. Expansion of Kakiika OPD Kayonza at Ugx 45m;
5. Nakatovu HCII-General ward at Ugx 181m;
6. Construction of a pit latrine at Bbaale HCIV Bbaale SC at Ugx 22m;
7. Namusaala HCII Busaana SC at Ugx 20m;
8. Nazigo HCIII Nazigo SC at Ugx 20m; and
9. Assorted Medical Equipment Kayunga District Hqtrs at Ugx 142m.

3

2

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

Maximum 8 points on this performance measure

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

There was evidence that the LG Engineer, Environment Officer and CDO certified work on health projects before the LG made payments to the contractors:

1. A Contract for the construction of Kawomya HC II in Kangulumira SC at Ugx 17,736,960 was certified by the DHO, Environment Officer and CDO on 30/5/2022 before payment on 8/6/2022;
2. A Contract for the construction of staff house at Bukamba HC III Nazigo SC at Ugx 120,000,000 was certified by the DHO, Environment Officer and CDO on 14/6/2022 before payment on 22/6/2022; and
3. A Contract for the construction of pit latrine at Bbale HC II at Ugx 22,885,905 was certified by the DHO, Environment Officer and CDO on 17/6/2022 before payment on 22/6/2022.

3

2

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

Maximum 8 points on this performance measure

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

There was evidence that the the variations in the contract price health infrastructure investments were within +/-20%. The sampled contracts were for: Completion of Nakatovu HCII ward, where the estimate was Ugx 215,000,000, and the award was Ugx 209,817,508, hence the variation was -2.4%; Construction of a maternity ward at Kangumira HC IV, where the estimate was Ugx 48,130,000, and the award was Ugx 46,568,550, hence the variation was -3.24%; and the Completion of staff house at Wabwoko HCIII, where the estimate was Ugx 100,000,000, and the award was Ugx 88,552,147, hence the variation was - 11.4%

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 	<p>The Costruction of Busaale HCII maternity ward was not completed as per work plan.</p>	0
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	<p>There was evidence that Kayunga LG has recruited staff for all HCIIIs and HCIVs as per staffing structure. In the PBS the average percentage of positions funded at the two HCIVs (Bbale -75% and Kangulumira – 91.7) was 83.3% and the average at the 10 HCIIIs was 83.3%. The overall average of staffing at HCIIIs and IVs was 83.3%.</p>	1
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> • If 100 % score 2 or else score 0 	<p>There was evidence that the substantially completed Upgrade of Busale HC III followed approved MoH Facility Infrastructure Designs. The sampled dimensions were for: Prenatal ward with internal dimensions of 4.8m x 3.0 m and 2 window openings each 1.5 x 1.2m; and the Sister in Charge room with internal dimensions of 2.4 m x 3.0 m and 1 window openings each 1.5 x 1.2m. This was as per bthe design drawings.</p>	2

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There was no evidence that the health workers in Kayunga DLG were in place as indicated in the staff list from the District Health Office. Although the staff list at the DHO matched those of staff at two of the health facilities – Kangulumira HCIV and Ntenjuru, there was a discrepancy at the third one. The staff list at Nazigo HCIII had an additional staff member – Sarah Kwenenya, a midwife who was not on the DHO list.</p>	0
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>There was evidence that the information submitted in the PBS on construction status and functionality was accurate. In FY 2021/21 there were no health facilities that were upgraded. The procurement plan for FY 2020/21 dated 7/04/21 had a range of projects none of which included an upgrade of HCII to HCIII which is consistent with the information in the 4th quarter report of the PBS on page 19.</p>	2

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

Maximum 14 points on this performance measure

a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:

- Score 2 or else 0

There was evidence that the budgets of sampled facilities were submitted by 31st March of the previous FY as follows: 1. Kangulumira HCIV 25/03/2021, 2. Ntenjeru HCIII – 25/03/2021, and 3. Nazigo HCIII: 31/03/2021. However, the provided work plans did not conform to the prescribed formats in the planning guidelines at the three sampled health facilities:

1. Nazigo HCIII – has highlights of the performance, minimum expenditure, and budget report. The report was endorsed by the HUMC. However, it lacked an asset register and a cash flow statement;

2. Ntenjeru HCIII - has highlights of performance and was endorsed by the HUMC. However, it lacked a minimum expenditure and budget report, an asset register and a cash flow statement; and

3. Kangulumira HCIV lacked highlights of performance, minimum expenditure and budget report; an asset register and a cash flow statement, The report was endorsed by the HUMC.

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.

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There was no evidence the Annual Budget Performance Reports for 2021/22 conform to the Budget and Grant Guidelines. The guidelines required that the Annual Budget Performance Reports should have; highlight of performance; a reconciled cash flow statement; an annual expenditure and budget report; an asset register; and endorsement by the In-charge and chair of the HUMC. The sampled facilities were Kangulumira HC IV, Ntenjeru HC111 and Nazigo HC III and details of their reports are as follows:

measure

1• Ntenjeru HC III: The report was entitled “Financial Report for the year 2021/22”. The report was submitted on 4th July 2022, prepared by Bayige Olivia and approved by Mabira Fred. The two pager report showed how UGX 167,492,220/ was received and details of how it was spent were bulleted. On second page showed revenue as UGX 137,492,200/= expenditure as 134,537,059/= and balance 2,955,141/= Ugsh;

2• Nazigo HC III: The report was titled Annual Budget Performance Report and it was dated 1st July 2022. The report was prepared by Gloria Iga the facility in charge and signed by HUMC Chairperson Nkalubo Wilson. The two pager budget showed Past revenue 2021/22 as 94,912,971/= Ugshs, expenditure 2021/22 98,732,556/= Ugshs projected income for 2022/23 111,381,916/= Ugsh; and

3• Kangulumira HC IV: The report was titled “Ntenjeru South Health Sub District Annual Performance Report. Financial Year 2021/22” Received by DHO on 8th July 2021 complied by Dr Kiyimba Daniel and signed off by HUMC Chairperson Luminsa Swaibu dated 5th July 2022.

While all the three performance budget Reports were submitted by 15th July 2022/23 none was in the format prescribed in budget and grant guidelines mentioned above. For instance, the Annual Budget Performance Reports did not compare the actual revenue, costs and what was budgeted and reasons for the discrepancy.

6

0

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

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

- Score 2 or else 0

There was no evidence that the sampled health facilities 1) Kangulumira HCIV, 2) Ntenjeru HCIII, and 3) Nazigo HCIII had health facility improvement plans with issues that had been identified in the DHMT monitoring and assessment reports.

Maximum 14 points on this performance measure

6

0

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

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

- score 2 or else score 0

There was no evidence that the three sampled health facilities had submitted timely monthly and quarterly reports 7 days following the end of the month and quarter. Although all three sampled health facilities - 1) Kangulumira HCIV, 2) Ntenjeru HCIII, and 3) Nazigo HCIII had submitted timely quarterly reports, all except one – Ntenjeru HCIII had not submitted timely monthly reports. In April and May 2022, Ntenjeru HCIII submitted the monthly report on the 12th of the month following the end of April and May respectively, which is delayed.

Maximum 14 points on this performance measure

6

0

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.

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

Note: Municipalities submit to districts

There was no evidence that the previous quarter's invoices were submitted to the DHO by the 15th of the month following the end of the quarter. Some of the submission dates were late as shown:

1. Nazigo HCIII: Q1 - 7/10/21 (late); Q2 – 20/01/22 (late); Q3 – 23/04/22 (late); Q4 – 08/08/22;

2. Ntenjeru HCIII: Q1 – 5/10/21 (late); Q2 – 21/02/22 (late); Q3 – 23/04/22 (late); Q4 – 11/07/22; and

3. Kangulumira HCIV: Q1 (6/10/21; Q2 – 21/02/22 (late); Q3 – 23/04/22 (late); Q4 – 11/07/22.

Maximum 14 points on this performance measure

6

0

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.

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

There was no evidence that the submission for all participating health facilities was made before the 28th of the month following the quarter, as follows: Q1: 26/10/21 (on time); Q2: 23/03/22 (three months late); Q3: 25/05/22 (on time); and Q4: 25/08/22 (on time).

Maximum 14 points on this performance measure

6

1

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.

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

The Health Department Submitted all the 4 Quarterly Budget Performance reports to the planner for consolidation within a month after the end of the quarter as below:

Quarter 1 was submitted on 23/7/2021;

Quarter 2 was submitted on 13/10/2021;

Quarter 3 was submitted on 6/1/2022; and

Quarter 4 was submitted on 12/4/2022.

Maximum 14 points on this performance measure

6

1

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.

h) Evidence that the LG has:
i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0

The lowest-performing health facility in 2021/22 was Bbale HCIV which was also eliminated from the RBF scheme. There was evidence that Kayunga DLG had developed and approved a Performance Improvement Plan for Bbale HCIV which was one of the lowest-performing health facilities.

Maximum 14 points on this performance measure

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There was evidence that Kayunga DLG had implemented an approved Performance Improvement Plan for the lowest-performing health facilities. The plan was dated 14/07/21 and included the lowest-performing health facilities – Bbale HCIV, Kangulumira HCIV, Wabwoko HCIII. As a result of implementing the activities – e.g., recruitment of qualified staff and other activities, Bbale HSD that had been dropped from the programme was reinstated in the fourth quarter.</p>	1
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Human Resource Management and Development

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>There was evidence that Kayunga DLG had budgeted for health workers as per the guidelines. The PBS indicates that all staff who are on the staff register for 2022 constitute 85% of expected positions and are funded.</p>	2
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>There was evidence that Kayunga DLG had filled health workers as per the guidelines/staffing norm. The Local Government had filled 79% (269 out of 340) staff, which was more than the minimum of 75% required. Details of staffing levels at the health facilities based on the staff deployment list from the DHO as at 19th October 2022 are presented below. However, some of the health facilities had levels well below 75%:</p>	0

1. Bbaale HC IV - 36/48 X100 (75%);
2. Bukamba HC III - 17/19X100(89.5%);
3. Busaale HC III - 14/19X100(74%);
4. Busaana HC III - 15/19X100 (79%);
5. Buyobe HCII - 6/9X100(67%);
6. Galiraya HC III - 12/19X100(63%);
7. Kakiika HCII - 4/9X100(44%);
8. Kangulumira HCIV - 44/48X100(92%);
9. Kasokwe HCII - 5/9X100(55%);
10. Kawongo HCIII - 13/19x100 (68%);
- 11, Lugasa HCIII - 14/19X100 (74%);
- 12, Nakatovu HCII - 9/9X100 (100%);
- 13, Nakyesa HCII - 6/9X100(67%);
- 14, Namusaala HCII - 8/9X100 (89%);
- 15, Nazigo HCIII - 14/19X100 (74%);
- 16, Nkonkonjeru HCIII - 16/19x100 (84%);
16. Ntenjeru HCIII - 18/19X100 (95%); and
- 17, Wabwoko HCIII - 18/19x100 (95%).

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 from the AAA analysis that health staff in the following sampled health facilities: 1) Kangulumira HCIV, 2) Ntenjeru HCIII, and 3) Nazigo HCIII were on duty where deployed.

Based on the three sampled facilities including Kangulumira HCIV, Nazigo HC III and Ntenjeru HC III and the health department staff list dated 19th October 2022, there was no evidence that health workers were working in health facilities where they had been deployed. Details are presented below:

1• Kangulumira HC IV, Senyonjo Moses, Kakungulu Isaac and Nambi Rose were listed however they didn't appear in attendance register;

2• At Nazzigo HC III, Kambuzi Evelyn and Babirye Ruth were listed however they didn't appear in attendance register; and

3• At Ntenjeru HC IV, Bukwaki Daniel and Nandi Marjorie were listed however didn't appear in attendance register.

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 Njeru Local Government had publicized health workers deployment and disseminated by, among others, posting on facility notice boards, for the current FY at all the sampled health facilities - only one of the sampled facilities - 1) Kangulumira HCIV, 2) Ntenjeru HCIII, and 3) Nazigo HCIII.

<p>8</p> <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>a) Evidence that the DHO/MMOHs has:</p> <p>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</p>	<p>1</p> <ul style="list-style-type: none"> • The LG had twenty one (21) health facilities. A sample of ten appraisal reports for Officers-in-Charge of the facilities were reviewed. The 10 Officers in Charge were appraised on the following dates; • • 1. Kangulumira HC IV - 15th July 2022, 2. Nazigo HC III - 18th August 2022, 3. Wabwooko HC III - 5th August 2022, 4. Ntenjeru HC III - 8th August 2022, 5. Kawongo HC III - 19th September 2022, 6. Nakatovu HC III - 5th October 1022, 7. Busaana HC III - 23rd August 2022, 8. Bbale HC IV - 30th June 2022, 9. Nkokonjeru HC II - 20th October 2022 and 10, Lugasa HC III - 20th October 2022
<p>8</p> <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. 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</p>	<p>0</p> <p>The LG has two hundred eighty six (286) Health Workers. Only six (6) appraisal reports were presented for review. The 7 were appraised on the following dates;</p> <p>1. Anesthetic Officer- Bbale HC IV - 28th August 2022, 2. Enrolled Midwife Kawongo HC III - 7th August 2022, 3. Enrolled Nurse , Wabwooko HCIII - 1st July 2022, 4, Enrolled Midwife Bbale HC IV - 16th July 2022, 5. Enrolled Midwife, Kasokwo HC II - 15th July 2022 and 6. Nursing Officer, Bbale HC IV - 4th July 2022</p>

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	iii. Taken corrective actions based on the appraisal reports, score 2 or else 0	information of corrective action taken based on the appraisal reports was not availed for review	0
	Maximum 6 points on this performance measure			
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	b) Evidence that the LG: i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0	There was no evidence that Kayunga DLG had training activities for the previous FY based on a pre-specified training plan.	0
	Maximum 6 points on this performance measure			
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers.	ii. Documented training activities in the training/CPD database, score 1 or else score 0	There was evidence that Kayunga DLG had documented training activities for the previous FY in an electronic database. This included: 1) Management of emergencies during safe male circumcision (17 trained) 2) Laboratory quality management systems (39 trained) 3) PMTCT (18 trained)	1
	Maximum 6 points on this performance measure			

Management, Monitoring and Supervision of Services.

<p>9</p> <p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was evidence that the TC had notified the MoH of status of health facilities whether correct or wrong as per the letter dated 30/09/2022 reference KYG/CR/354.</p>	<p>2</p>
<p>9</p> <p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>The LG made allocations of Ugx31,078,000 (3%) out of the Ugx 922,649,000 PHC NWR Grant for LLHF (Page 22 of the LG approved budget) towards monitoring service delivery and management of District health services which was lower than the required 15%.</p>	<p>0</p>

9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>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</p>	<p>The LG did not warrant to all PHC NWR Grant transfers for the FY 2021/22 to health facilities within the required 5 working days from the day of funds release:</p> <p>Quarter 1 warrant was on 27/7/2020, release date was 6/7/2021; 21 days</p> <p>Quarter 2 warrant was on 27/10/2020, release date was 30/9/2021; 27 days</p> <p>Quarter 3 warrant was on 21/1/2021, release date was 22/12/2022; 30 days and</p> <p>Quarter 4 warrant was on 25/4/2021, release date was 4/4/2022;21 days.</p>	0
	<p>Maximum 9 points on this performance measure</p>			

9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>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</p>	<p>The LG did not invoice nor communicate to all PHC NWR Grant transfers for the FY 2021/22 to health facilities within the required 5 working days from the day of funds release as required:</p> <p>Quarter 1 invoicing was on 27/7/2021, release date was 6/7/2021, 21 days;</p> <p>Quarter 2 invoicing was on 2/11/2021, release date was 30/9/2021, 32 days;</p> <p>Quarter 3 invoicing was on 28/1/2022, release date was 22/12/2022,36 days; and</p> <p>Quarter 4 invoicing was on 28/4/2022, release date was 4/4/2022,24 days.</p>	0
	<p>Maximum 9 points on this performance measure</p>			

9

0

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

Maximum 9 points on this performance measure

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

There was no evidence that Kayunga DLG had 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 as below:

Q1: 19/01/21 (release date 06/07/21); (8 working days)

Q2: 11/10/21 (release date 30/09/21); (7 working days)

Q3: 13/01/22 (release date 22/12//01/22); (16 working days) and

Q4: 14/04/22 (release date 04/04/22) (8 working days)

10

2

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

Maximum 7 points on this performance measure

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

There was evidence that the Kayunga DLG health department had implemented actions recommended by the DHMT quarterly performance review meetings of the previous FY. For example, in Q2, the Performance Review report under Minute 2/30/12/2021 reported that the Q1 recommendation to get volunteers to address the COVID-19 data backlog had been addressed. The Q3 performance review report under minute 5/25/01/22 reported that a recommendation to involve political leaders for mobilization and advocacy for the services at facility had been adopted.

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

Maximum 7 points on this performance measure

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

There was no evidence that the attendance list of Kayunga DHMT performance review meetings included all the categories including Health Facility In-charges, implementing partners, Health monitoring teams, and other departments. As shown below – the main categories included DHMT members, health facility in charges and partners:

Q1: DHT members; health facility in charges (13); Partners (CHAI)

Q2: DHT members; health facility in charges (13); Partners (CHAI, ATC)

Q3: DHT members; health facility in charges (13); Partners (CHAI, ATC)

Q4: DHT members; health facility in charges (13); Partners (TASO, LIVING GOODS, MUWRP, UHSS)

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

Maximum 7 points on this performance measure

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

If not applicable, provide the score

There was no evidence the LG supervised all 2 HCIVs (Bbaale and Kangulumira) and Kayunga General Hospital were supervised at least once every quarter. Details are shown below:

1• In quarter 4, Bbaale HC IV was not supervised as per the Integrated Technical Support Supervision report. The supervision was conducted from the 6th to 10th June 2022;

2• “in quarter 3, Kayunga General Hospital was not supervised. The dates for supervision were not indicated as well as the report date;

3• In quarter 2, Kayunga General Hospital was not supervised. The supervision was conducted from the 20th to 23rd Dec 2021 and the report was had no date; and

4• In quarter 1, Bbaale HC IV was not supervised. The supervision was conducted from the 6th to 8th September 2021 and the report was had no date.

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

Maximum 7 points on this performance measure

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

- If not applicable, provide the score

There was evidence that the three health sub-districts in Kayunga had carried out support supervision of the lower-level health facilities within the previous FY.

Q1 report dated 27/09/21 stated that Ntenjeru South (Kangulumira), Bbale HSD, Ntenjeru North (Kayunga) altogether supervised a total of 22/22 lower level facilities.

Q2 report dated 30/12/21 stated that: Ntenjeru South (Kangulumira), Bbale HSD, Ntenjeru North (Kayunga) altogether supervised a total of 22/22 lower-level facilities.

Q2 report dated 25/03/22 stated that: Ntenjeru South (Kangulumira), Bbale HSD, Ntenjeru North (Kayunga) altogether supervised a total of 22/22 lower-level facilities

Q2 report dated 22/06/22 stated that: Ntenjeru South (Kangulumira), Bbale HSD, Ntenjeru North (Kayunga) altogether supervised a total of 22/22 lower-level facilities

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>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 Kayunga DLG had provided recommendations from the previous FY. In the Q1 support supervision report dated 6th July 2021 .the health department recommended that Covid-19 micro plans be put in place by Ntenjeru HCIII. The micro-plan was developed on the 14th of August 2021. In the Q2 support supervision report dated 30/10/21, the health department recommended that Nazigo HCIII document the maternal deaths in the DHIS2 was done. In the Q4 support supervision report dated 11/04/22, the health department recommended that Kangulumira HCIII offer Assisted Partner Notification (APN) and social network strategy (SNS) to newly diagnosed clients which were implemented.</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was no evidence the LG provided support to all health facilities in the management of medicines and health supplies as shown below:</p> <ol style="list-style-type: none"> 1. In quarter 4, 3 health facilities were not supervised and their names were not mentioned as indicated in the Medicines Management supervision (MMS) report compiled by Nkusi Charles, the District Medicines Management Supervisor (DMMS); and 2. In each of quarters 2, 3 and 4, 8 health facilities were not supervised as indicated in the MMS report compiled by Nkusi Charles which was not dated. This included 5 under EM SPARS, 1 under PFM SPARS and 2 under ART SPARS. The names of health facilities supervised and not supervised were not mentioned. 	0

11

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

The LG allocated Ugx 11 million (35%) out of the Ugx 31 million LG Health Office budget to health promotion and prevention activities, which was more than the required minimum of 30%.

2

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 Kayunga DLG implemented health promotion, disease prevention and social mobilization activities in the previous FY.</p> <p>Q1: A report dated 30/09/21 cited the implementation of a community-based engagement strategy for Covid19 in Busana sub-county.</p> <p>Q2: A report for November stated that health promotion and education was conducted in all 13 sub-counties. Subsequently a recommendation was made for advocacy meetings with different stakeholders to mobilise the masses to access C-19 vaccination and to dispel myths and misconceptions.</p>	1
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p>	<p>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 no evidence that the Kayunga DLG had implemented follow-up actions on the health promotion, disease prevention and social mobilization aspects. The quarterly progress reports did not cross reference each other and no implementation reports were provided.</p>	0

Investment Management

12	1	<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 Assets register details all health facilities and equipment, relative to the medical equipment list and service standards. Updating the register commenced in September and the process was completed on 16th October with submission to the CAO on 18th October 2022.</p>
12	1	<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, the investment derived from the LG Development Plan (Pages 122 and 152) and were eligible for funding under sector guidelines as indicated in the minutes dated 29/10/2020 for the projects implemented in the year 2020/21. The projects appraised included:</p> <p>1-construction of Kawomya HC II in Kangulumira SC at Ugx 17,736,960;</p> <p>2-construction of staff house at Bukamba HC III Nazigo SC at Ugx 120,000,000; and</p> <p>3- Renovation of Namalere PS Galiraya SC at 20million.</p>

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports 10/11/2020, for the projects implemented in the year 2020/21. The projects appraised included:</p> <p>1-construction of Kawomya HC II in Kangulumira SC at Ugx 17,736,960;</p> <p>2-construction of staff house at Bukamba HC III Nazigo SC at Ugx 120,000,000; and</p> <p>3- Renovation of Namalere PS Galiraya SC at 20million.</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 investments were screened for environmental and social risks and mitigation measures were put in place before being approved for construction using the checklist. Kayunga DLG implemented 11 Health projects in the previous FY. Those sampled out for Environmental and Social Screening included:</p> <p>1) Staff house construction at Bukamba HCIII. The Screening Form was dated 15/12/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer;</p> <p>2) Maternity ward construction at Kangulumira HCIV. The Screening Form was dated 20/12/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer;</p> <p>3) Expansion of Kakiika OPD. The</p>	1

Screening Form was dated 17/10/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.

4) Theatre Construction and rehabilitation - Nakatovu HCII General ward. The Screening Form was dated 13/12/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.

5) Theatre Construction and rehabilitation - Namusaala HCII. The Screening Form was dated 19/10/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.

13	1	<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 DHO submitted LG health department all its infrastructure and other procurement requests on April 28, 2022.</p>
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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 on June 20, 2022.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>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 evidence of minutes of the contracts committee meeting dated June 30, 2021 which approved the health infrastructure investments for the previous FY. These included: Construction of a maternity ward at Kangumira HC IV; Completion of staff house at Wabwoko HCIII. There was also evidence of a letter referenced ADM.200/02January 25, 2022f from the Solicitor General clearing the procurement of the contract for the Completion of Nakatovu HCII ward</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>There was evidence of a letter from the CAO referenced KYG/CR/354, dated August 9, 2021 appointing the DHO, the works supervisor, the LG Engineer, the Environment office, and the CDO on the PIT for all Health infrastructure Projects.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the Upgrade of Busale HC II to HC III followed standard technical designs issued to LGs. The sampled dimensions were for: the Antenatal ward whose internal dimensions were: 6.7m x 7.0m with windows 1.5m x 1.2 m, which were as per the design; and The maternity ward whose dimensions ere 5.4m x 4.0m, which were also as per deign drawings. .</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There were no daily records on the site.</p>	0

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There were no records of site meetings on the site for the construction of Busale HC III.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence of site instruction books and visitor\'s books at the sampled Health infrastructure building sites. The sampled site instruction books were for: Upgrade of Busaale HC II, where on the July 3, 2021, the Clerk of works instructed the contractor commence construction of a splash apron; and Construction of Nsotoka HC III, where the LG Engineer on June 6, 2021, instructed the Contractor deploy a site surveyor;</p>	1

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

Maximum 10 points on this performance measure

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

There was evidence that the DHO verified works and initiated payments of contractors within specified timeframe. The 3 sampled projects were:

1. Works by Mamble Construction ltd on the construction of staff houses at Luby HCII worth Ugx 31,604,163 submitted on 20/12/2021 were certified by the LG Engineer, Environment Officer and CDO and the DHO on 20/12/2021 (1 day) and paid on 13/1/2022;

1. A Contract for the construction of Kawomya HC II by Kaleta Ltd in Kangulumira SC at Ugx 17,736,960 was submitted on 19/5/2022 and was certified by the DHO, Environment Officer and CDO on 30/5/2022 (11 days) before payment on 8/6/2022;

2. A Contract for the construction of staff house at Bukamba HC III by Vertex services ltd in Nazigo SC at Ugx 120,000,000 submitted on 13/6/2022 was certified by the DHO, Environment Officer and CDO on 14/6/2022(1 day)before payment on 22/6/2022; and

3. A Contract for the construction of pit latrine at Bbale HC II by Posh supplies ltd at Ugx 22,885,905 submitted on 17/6/2022 was certified by the DHO, Environment Officer and CDO on 17/6/2022 (1 day)before payment on 22/6/2022.

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

Maximum 10 points on this performance measure

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

There was evidence of complete contract files for each Health infrastructure projects. The sampled files were for:

KAYU523/wrks/21-22/000072, Completion of Nakatovu HCII ward, whose: procurement requisition was made on April 23, 2021, with an estimate of Ugx 215,000,000; the procurement approval was made on June 1, 2021; tender advert was made on June 10, 2021; Evaluation was concluded on August 25, 2021; Contract was signed on January 25, 2022 at an award amount of Ugx 209,817,508.

KAYU523/wrks/21-22/00060, Completion of staff house at Wabwoko HCIII, whose: procurement requisition was made on April 23, 2021, with an estimate of Ugx 100,000,000; the procurement approval was made on June 1, 2021; tender advert was made on June 10, 2021; Evaluation was concluded on August 25, 2021; Contract was signed on January 19, 2022 at an award amount of Ugx 88,552,147.

KAYU523/wrks/21-22/000225, Construction of a maternity ward at Kangumira HC IV, whose: procurement requisition was made on April 9, 2021, with an estimate of Ugx 48,130,000; the procurement approval was made on June 1, 2021; tender advert was made on March 17, 2022; Evaluation was concluded on April 1, 2022; Contract was signed on April 27, 2022 at an award amount of Ugx 46,568,550.

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>There was no evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework at the Health department. True, there was a Notice at the Health Noticeboard, advertising Grievance procedures, but the assessment saw no Grievance Log for recording, investigating and responding the grievances</p>	0
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 no evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities.</p> <p>No proper dissemination system was mentioned on health care / medical waste management to health facilities.</p>	0

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>There was evidence that the LG had in place a functional system for Medical waste management and central infrastructures for managing medical waste. The following arrangements substantiated this:</p> <ol style="list-style-type: none"> 1) Kayunga Town Council has got two garbage collection Trucks; 2) Green Label Waste management Company has been contracted to collect medical waste and dump it at the Landfill in Kiteezi, Kampala; 3) Kayunga hospital has got an incinerator for burning medical waste; and 4) Ntenjeru H/C III also has an incinerator for burning medical waste. 	2
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was no evidence that Kayunga DLG conducted any training and created awareness in healthcare waste management. No such evidence on training was presented.</p>	0

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

Maximum 8 points on this performance measure

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 no evidence that costed ESMPs were incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY. Costing was done for the following Health facilities by the environment department:

- 1) Staff house construction at Bukamba HCIII;
- 2) Maternity ward construction at Kangulumira HCIV;
- 3) Expansion of Kakiika OPD;
- 4) Theatre Construction and rehabilitation - Nakatovu HCII General ward; and
- 5) Theatre Construction and rehabilitation - Namusaala HCII.

But for all the above projects, the costed values were not reflected in BoQs for these facilities. Different minimal values were inserted in BoQs, not those seen as costed in ESMPs.

16	0	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was no evidence that all Health projects were implemented on land with proper ownership status. The only Health Centres in process of land acquisition were those with approval of survey for processing of Land Titles, namely:</p> <ol style="list-style-type: none"> 1) Nakatovu HC III; 2) Bukamba HC III; 3) Wabwoko HC III; <p>and</p> <ol style="list-style-type: none"> 4) Kawomya HC II had a Request for Survey. <p>The rest of Health Centres where projects were implemented for the previous FY had no proof of land ownership.</p>
16	2	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was evidence that Kayunga DLG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs. There were supervision reports for:</p> <ol style="list-style-type: none"> 1) Kangulumira HC IV; 2) Busaale HC III; and 3) Construction of Bukamba staff house <p>The supervision report was contained in the same document dated 17/06/2022 and signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.</p>

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

Maximum 8 points on this performance measure

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/certificates at interim and final stages of all health infrastructure projects. Certification Forms signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer were presented for work done at the following Health Centres:

- 1) Nakatovu HC II, dated 13/6/22;
- 2) Bbaale HC IV, dated 10/6/22;
- 3) Nazigo HC III, dated 10/6/22;
- 4) Kangulumira HC IV, dated 13/6/2022; and
- 5) Bukamba HC II, dated 26/11/2021

**Water &
Environment
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>According to Management Information System of the Ministry of Water and Environment, the functionality of Kayunga district rural water sources is 87%.</p>	1
1	<p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 	<p>According to Management Information System of the Ministry of Water and Environment the percentage of facilities with functional water and sanitation committees (document water user fee collection records and utilization with the approval of the WSCs) is 90%.</p>	2

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

a. The LG average score in the water and environment LLGs performance assessment for the current. FY.

This indicator is not applicable for Kayunga.

Maximum 8 points on this performance measure

If LG average scores is

a. Above 80% score 2

b. 60 -80%: 1

c. Below 60: 0

(Only applicable when LLG assessment starts)

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

b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.

Kayunga District has 8 sub counties and 1Town council namely Bbaale Sub county (with a coverage of 64%); Galiraya Sub County (with a coverage of 62%); Kayonza Sub County (with a coverage of 61%); Kitimbwa Sub county (with a coverage of 48%); Busana Sub county (with a coverage of 62%); Kangulumira Sub county (with a coverage of 77%); Kayunga Sub County (with a coverage of 86%); Nazigo Sub county (with a coverage of 77%); and Kayunga Town Council (under Central Water Facility with a coverage of 95%). Kayunga District has average water coverage of 67% which implies that five sub counties of Bbaale Sub county (with a coverage of 64%); Galiraya Sub County (with a coverage of 62%); Kayonza Sub County (with a coverage of 61%); Kitimbwa Sub county (with a coverage of 48%); and Busana Sub county (with a coverage of 62%) have water coverage below the district average.

Maximum 8 points on this performance measure

o If 100 % of water projects are implemented in the targeted S/Cs: Score 2

o If 80-99%: Score 1

o If below 80 %: Score 0

• Fourth Quarter Report (also

Annual Report) submitted under cover letter Ref – KYG/CR 213/5 dated July 27th, 2022 and received at the Ministry of Water and Environment on August 11th, 2022. Letter was signed by Chief Administrative Officer Mr. Batambuze Abdu with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

According to the Fourth Quarter Report, all 23 projects were implemented in the year namely:

- Drilling of 10 Hand Pumped Deep Boreholes (#10);
- Completion of Design and Construction of two Mini Solar Piped Water System at Kitwe , Kayonza Sub County and Nakyesa Kayonza Sub County;
- Extension of Piped Water Scheme (Kitimbwa to Nkokonjeru) I Kitimbwa Sub County/;
- Extension of Piped Water Scheme (Bukamba to Kirindi) Nazigo Sub County;
- Rehabilitation of Hand Pumped Borehole (#08);
- Construction of 4 stance public Latrine in Kitwe RGC in Kayonza Sub County;

Of these projects, 16 projects costing were implemented in sub counties with coverage below district average. These included:

- Drilling of eight Hand Pumped Deep Boreholes (#08);
- Completion of Design and Construction of two Mini Solar

Piped Water System at Kitwe ,
Kayonza Sub County and
Nakyesa Kayonza Sub County;

- Extension of Piped Water Scheme (Kitimbwa to Nkokonjeru) I Kitimbwa Sub County;
- Rehabilitation of four Hand Pumped Borehole (#04); and
- Construction of 4 stance public Latrine in Kitwe RGC in Kayonza Sub County

Of the 23 projects, only 16 projects (69.6%) were implemented in sub counties with water coverage below the district average in the previous FY.

2

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

*Maximum 8 points on
this performance
measure*

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

o If within +/-20%
score 2

o If not score 0

The Annual Work Plan 2021/2022 was submitted to Ministry of Water and Environment under Cover letter Ref: KYG/CR/213/5 dated November 29th, 2021. Letter was signed by Chief Administrative Officer Ms. Adong Roseline Luhoni with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

According to this work plan 23 projects were planned namely:

- Drilling of 10 Hand Pumped Deep Boreholes (#10) at Bukayo and Lukale at a cost of UGX 200,000,000;
- Completion of Design and Construction of two Mini Solar Piped Water System at Kitwe , Kayonza Sub County and Nakyesa Kayonza Sub County at a cost of UGX 45,541,000/=;
- Extension of Piped Water Scheme (Kitimbwa to Nkokonjeru)

2

I Kitimbwa Sub County at a cost of UGX 270,000,000/=;

- Extension of Piped Water Scheme (Bukamba to Kirindi) Nazigo Sub County at a cost of UGX 219,459,000/=;
- Rehabilitation of Hand Pumped Borehole (#08) at a cost of UGX 58,016,000/=
- Construction of 4 stance public Latrine in Kitwe RGC in Kayonza Sub County at a cost of UGX 40,000,000

Three of the Contracts of the above activities were analyzed for cost variation as outlined below:

- Drilling of Ten boreholes (#10) at a cost of UGX 197,115,450/= Contract Ref Kayu 523/wrks/2021-22/00058 by MS KLR Ug. Ltd signed on November 09th, 2021 - this is different from the engineering estimates by -1.4%
- Construction/ Extension of Piped Water Supply in Kirindi, Nazigo Sub County at a cost of UGX 227,175,606 Contract Ref Kayu 523/wrks/2021-22/00064 by MS Rosanah Investment Ltd signed on January 07th, 2022 - this is more than engineering estimates by 3.5%
- Construction/ Extension of Piped Water Supply in Kitimbwa – to Nkokonjeru, Kitimbwa Sub County at a cost of UGX 285,000,000/= Contract Ref Kayu 523/wrks/2021-22/00064 by MS LHM Groundwater Exploration and Geomapping signed on January 10th, 2022 - this is more than engineering estimates by 5.6%

Variations in the contract prices of

all 3 sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates.

2

2

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

Maximum 8 points on this performance measure

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

o If 100% projects completed: score 2

o If 80-99% projects completed: score 1

o If projects completed are below 80%: 0

The Annual Work Plan 2021/2022 was submitted to Ministry of Water and Environment under Cover letter Ref: KYG/CR/213/5 dated November 29th, 2021. Letter was signed by Chief Administrative Officer Ms. Adong Roseline Luhoni with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

According to this work plan 23 projects were planned namely:

- Drilling of 10 Hand Pumped Deep Boreholes (#10) at Bukayo and Lukale;
- Completion of Design and Construction of two Mini Solar Piped Water System at Kitwe , Kayonza Sub County and Nakyesa Kayonza Sub County;
- Extension of Piped Water Scheme (Kitimbwa to Nkokonjeru) I Kitimbwa Sub County;
- Extension of Piped Water Scheme (Bukamba to Kirindi) Nazigo Sub County;
- Rehabilitation of Hand Pumped Borehole (#08); and
- Construction of 4 stance public Latrine in Kitwe RGC in Kayonza Sub County

Fourth Quarter Report (also Annual Report) submitted under cover letter Ref – KYG/CR 213/5

dated July 27th, 2022 and received at the Ministry of Water and Environment on August 11th, 2022. Letter was signed by Chief Administrative Officer Mr. Batambuze Abdu with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

According to the Fourth Quarter Report, all 23 projects (100%) mentioned above were implemented before the end of the year 2021/2022 FY.

3

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

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

o If there is an increase: score 2

o If no increase: score 0.

According to Management Information System of the Ministry of Water and Environment, the functionality of the district rural water sources is 87 % while functionality in the previous year was still 87%. This represents no increase (0%) in the functionality of water facilities in the district.

0

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

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

o If increase is more than 1% score 2

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

o If there is no increase : score 0.

According to Management Information System of the Ministry of Water and Environment the percentage of facilities with functional water and sanitation committees (document water user fee collection records and utilization with the approval of the WSCS) is 90% while facilities with functional WSCs in the previous year was still 90%. This represents no increase (0%) in the functionality of water user committees in the district.

Performance Reporting and Performance Improvement

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

Maximum 3 points on this performance measure

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

The Annual Work Plan 2021/2022 was submitted to Ministry of Water and Environment under Cover letter Ref: KYG/CR/213/5 dated November 29th, 2021. Letter was signed by Chief Administrative Officer Ms. Adong Roseline Luhoni with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

According to this work plan 21 projects were planned namely:

- Drilling of Ten Deep Hand Boreholes (#10);
- Construction of One 4-Stance Public Latrine at Kitwe RCG, Kayonza Sub County (#01);
- Rehabilitation of Eight boreholes /point water sources

(#08);

- Construction/ Extension of two piped water scheme (borehole water based) (#02) in Kirindi RGC, Nazigo Sub County and Nkokonjeru RGC, Kitimbwa Sub County.

The WSS facilities constructed in the previous FY (2021/2022) were accurately reported upon as reflected in the Annual Progress Report.

Four projects were sampled and visited for verification during the assessment. They included:

- Drilling of a Hand Pumped Borehole DWD 788609 at Kasenge Village, Kirindi Farm, Nazigo Sub County. Borehole is located at Coordinates: 36N0499411, UTM 0077496. Mr. Stanley Luvumu- Care Taker (Tel 0708974574), was met during the field work. At the time of verification, the borehole was functioning well to the satisfaction of the beneficiaries;
- Drilling of a Hand Pumped Borehole DWD 18611 at Nsanvu Village, Kamusanvu Parish, Kayonza Sub County. Borehole is located at Coordinates: 36N0484718, UTM 0094156. Ms. Namutebi Teddy (C/O Serugo Isah –Tel 0705549102) Care Taker and Mr. Yiga Sulaiman (Tel 0708977203) were met during the field work. Borehole is currently functioning well;
- Public Stand Post on the extension from Kitimbwa to Nkokonjeru B, Nkokonjeru Parish, Kitimbwa Sub County. Coordinates: 36N0492982, UTM 0091249. The PSP located at Ms. Nabuduwa Base (Tel 0759261141) who is also the PSP

Care Taker. The PSP was functional at the time of verification; and

- Public Stand Post on the extension from Kirindi RGC, Kirindi Parish, Nazingo Sub County. Coordinates: 36N0504728, UTM 0075341. The PSP located at Church Land. Mr. Isabirye James William (Tel 0781398077) who is also the PSP Care Taker was met during the field verification. The PSP was functional at the time of verification.

5

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

Maximum 7 points on this performance measure

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

During the assessment, the four undermentioned quarterly reports were reviewed:

- First Quarter Report submitted under cover letter Ref – KYG/CR 213/5 dated November 29th, 2021 and received at the Ministry of Water and Environment on December 03rd, 2021. Letter was signed by Chief Administrative Officer Ms. Adong Roseline Luhoni with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.
- Second Quarter Report submitted under cover letter Ref – KYG/CR 213/5 dated June 16th, 2022 and received at the Ministry of Water and Environment on June 22nd, 2022. Letter was signed by Chief Administrative Officer Batambuze Abdu with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

2

- Third Quarter Report submitted under cover letter Ref – KYG/CR 213/5 dated June 16th, 2022 and received at the Ministry of Water and Environment on June 22nd, 2022. Letter was signed by Chief Administrative Officer Batambuze Abdu i with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

- Fourth Quarter Report (also Annual Report) submitted under cover letter Ref – KYG/CR 213/5 dated July 27th, 2022 and received at the Ministry of Water and Environment on August 11th, 2022. Letter was signed by Chief Administrative Officer Mr. Batambuze Abdu with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

There was Evidence attached on the that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation situation, functionality of facilities and WSCs, safe water collection and storage and community that was attached to Quarter 4 Report. Other evidence was contained in reports Dated June 30th, 2022 and September 30th, 2021 that contained the coverage summary analysis forms.

Reporting and performance improvement: The LG compiles, updates WSS information and

b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and

During the assessment, the four undermentioned quarterly reports were reviewed:

- First Quarter Report submitted

supports LLGs to improve their performance

Maximum 7 points on this performance measure

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

under cover letter Ref – KYG/CR 213/5 dated November 29th, 2021 and received at the Ministry of Water and Environment on December 03rd, 2021. Letter was signed by Chief Administrative Officer Ms. Adong Roseline Luhoni with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

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- Fourth Quarter Report (also Annual Report) submitted under cover letter Ref – KYG/CR 213/5 dated July 27th, 2022 and received at the Ministry of Water and Environment on August 11th, 2022. Letter was signed by Chief Administrative Officer Mr. Batambuze Abdu with copies to

the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

The above mentioned reports were reviewed. There was no evidence found in the respective quarterly reports to show 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.) However, the DWO MIS was contained of the Laptop of the District Water Officer, Mr. Drate Edema Robert (last updated November 4th, 2022 - a printed copy of Form 4 was filed to that effect.

5

0

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

Maximum 7 points on this performance measure

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

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

This indicator is not applicable for Kayunga district because assessment of Lower Local Governments in the District started this Fiscal Year.

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2</p>	<p>The DWO budgeted for the following water and sanitation staff as per the approved Works Department staff structure examined. It provided for three positions, Water Officer and two Engineering Assistants. The costed staff structure was not availed for examination of the wage provision</p>	0
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2</p>	<p>The Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff as per the Natural Resourced Department approved staff structure, however, The costed staff structure was not availed for examination of the wage provision</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>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>The District Water Office had three members of staff only two were appraised as follows;</p> <p>1. Assistant Engineering Officer (Bbale SC) - 5th August 2022 and Engineering Officer (Ntenjeru SC_ - 7th July 2022.</p> <p>The Water Officer was not appraised</p>	0

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

Maximum 6 points on this performance measure

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

The District Water Office

Information on the identified capacity needs of staff from the performance appraisal process, training plan and activities conducted and; the training database was not availed for review

Management, Monitoring and Supervision of Services.

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

Maximum 6 points on this performance measure

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

Kayunga District has 8 sub counties and 1Town council namely Bbaale Sub county (with a coverage of 64%); Galiraya Sub County (with a coverage of 62%); Kayonza Sub County (with a coverage of 61%); Kitimbwa Sub county (with a coverage of 48%); Busana Sub county (with a coverage of 62%); Kanguzumira Sub county (with a coverage of 77%); Kayunga Sub County (with a coverage of 86%); Nazigo Sub county (with a coverage of 77%); and Kayunga Town Council (under Central Water Facility with a coverage of 95%). Kayunga District has average water coverage of 67% which implies that five sub counties of Bbaale Sub county (with a coverage of 64%); Galiraya Sub County (with a coverage of 62%); Kayonza Sub County (with a coverage of 61%); Kitimbwa Sub county (with a coverage of 48%); and Busana Sub county (with a coverage of 62%) have water coverage below the district average.

The Annual Work Plan 2022/2023 was submitted to Ministry of Water and Environment under cover letter Ref – KYG/CR 213/5 dated July 27th, 2022. It was received

and approved at the Ministry of Water and Environment on August 11th, 2022. Letter was signed by Chief Administrative Officer Mr. Batambuze Abdu with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.

19 Hardware projects planned in 2022/2023 are contained in the work plan and reflected in the Budget Annexed (Page 1 - 3) to the work plan at a cost of UGX 644,308,500/=. The projects included:

- Construction of one public latrine at Kiryowa RGC, Galiraya Sub County (#01) at a cost of UGX 37,000,000/=;
- Rehabilitation of one public latrine at Butamba, Nazigo Sub County (#01) at a cost of UGX 5,504,000/=;
- Drilling of Six hand pumped Deep Borehole (#06) at a cost of UGX 153,854,219/=;
- Rehabilitation of eight hand pumped borehole (#08) at a cost of UGX 60,000,000/=;
- Test pumping of Borehole at Gwero RGC in Galiraya Sub County at a cost of UGX 5,000,000/=;
- Feasibility and Design of Piped Water scheme in Bbale, Bbale Sub County @ a cost of UGX 50,000,000/=; and
- Construction of Surface Water Based Water Supply System in Bbaale Sub County at a cost of UGX 332,949,781/=.

Of these projects, fifteen projects (#15) were planned in locations with water coverage below the district average rural water coverage. These included:

- Construction of one public latrine at Kiryowa RGC, Galiraya Sub County (#01) at a cost of UGX 37,000,000/=;
- Drilling of Six hand pumped Deep Borehole (#06) at a cost of UGX 153,854,219/=;
- Rehabilitation of Five hand pumped borehole (#05) at a cost of UGX 37,500,000/=;
- Test pumping of Borehole at Gwero RGC in Galiraya Sub County at a cost of UGX 5,000,000/=;
- Feasibility and Design of Piped Water scheme in Bbale, Bbale Sub County @ a cost of UGX 50,000,000/=; and
- Construction of Surface Water Based Water Supply System in Bbaale Sub County at a cost of UGX 332,949,781/=.

This means that of the total budget of UGX 644,308,500/=, UGX 616,304,000/= (96% of the total budget) was budgeted for activities in sub counties with water coverage below the district average coverage.

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 that the DWO conducted sub county advocacy meetings during which he publicized to the LLGs their respective allocations sources to be constructed in the current financial year 2022/2023. These minutes of these advocacy meetings are contained in the quarterly software activity reports that were appended on the respective quarterly activity reports. An additional Report on the Advocacy Meetings held in Kitimbwa, Kayonza, Bbaale, and Galiraya sub counties. It was dated December 20th, 2021 and was prepared by Mr. Kafeero Collins.</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> <ul style="list-style-type: none"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 	<p>The district WSS assets register shows that the district has 4423 WSS units.</p> <p>Evidence for monitoring of the WSS was done and reported in the water monitoring report dated 23rd February 2022.</p> <p>It indicates that only 300 WSS stations were monitored in the previous FY 2021/2022.</p> <p>This translates to 6.78% of the total WSS register, which is below the minimum 80%.</p>	0
	<p><i>Maximum 8 points on this performance measure</i></p>			
9	<p>Routine Oversight and Monitoring: The LG has</p>	<p>b. Evidence that the DWO conducted</p>	<p>There was adequate evidence that the DWO conducted quarterly</p>	2

monitored WSS facilities and provided follow up support.

Maximum 8 points on this performance measure

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

DWSCC meetings were presented to the assessors for review. The evidence comprised of Minutes that was contained in the software reports attached to the respective Quarterly reports for quarter 2, Quarter 3 and Quarter 4 outlined below:

- First Quarter Report submitted under cover letter Ref – KYG/CR 213/5 dated November 29th, 2021 and received at the Ministry of Water and Environment on December 03rd, 2021. Letter was signed by Chief Administrative Officer Ms. Adong Roseline Luhoni with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.
- Second Quarter Report submitted under cover letter Ref – KYG/CR 213/5 dated June 16th, 2022 and received at the Ministry of Water and Environment on June 22nd, 2022. Letter was signed by Chief Administrative Officer Batambuze Abdu with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District - (Pages 1 of 8 up to Pages 8 of 8);
- Third Quarter Report submitted under cover letter Ref – KYG/CR 213/5 dated June 16th, 2022 and received at the Ministry of Water and Environment on June 22nd, 2022. Letter was signed by Chief Administrative Officer Batambuze Abdu i with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the

District Planner-Kayunga District - (Pages 1 of 6 up to Pages 6 of 6); and

- Fourth Quarter Report (also Annual Report) submitted under cover letter Ref – KYG/CR 213/5 dated July 27th, 2022 and received at the Ministry of Water and Environment on August 11th, 2022. Letter was signed by Chief Administrative Officer Mr. Batambuze Abdu with copies to the District Chairperson LCV-Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District. (Pages 1 of 6 up to Pages 5 of 6)

9

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

Maximum 8 points on this performance measure

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

There was no evidence that the DWO publicized to the LLGs their respective allocations per source to be constructed in the current financial year 2022/2023.

0

10	0	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>The Annual Work Plan 2021/2022 was submitted to Ministry of Water and Environment under Cover letter Ref: KYG/CR/213/5 dated November 29th, 2021. Letter was signed by Chief Administrative Officer Ms. Adong Roseline Luhoni with copies to the District Chairperson LCV- Kayunga District, Resident District Commissioner - Kayunga, the District Engineer- Kayunga, the Principal Internal Auditor, and the District Planner-Kayunga District.</p> <p>According budget attached to the work plan, NWR budget was UGX 92,456,518/= of which UGX 35,918,000/= was spent on software activities which represents 38.8% allocated for software activities.</p>
10	3	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.</p>	<p>There was evidence that for the previous FY 2021/2022, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities. This evidence is contained in the Water User Training Report dated June 27th, 2022 for 14 hand pump boreholes drilled in Kayunga District - four boreholes drilled in Galiraya Sub County, three boreholes drilled in Bbaale Sub County, two Boreholes Drilled in Kayunga Sub County, three boreholes drilled in Kayonza Sub County, and two boreholes drilled in Nazigo Sub County. The training was conducted June 13th -17th, 2022. A total of 124 WSC members were trained, 40 (32.3%) of whom were female. The training was conducted by Mr. Kafeero Collins, the Senior Community Development Officer.</p>

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>There was is evidence of existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG. The asset register was contained on Form 4 that was last updated on November 4th, 2022. It contained 908 facilities including 494 deep boreholes, 66 protected springs, 252 shallow wells, 6 Kiosks, 58 Rain water harvesting Tanks, 8 valley Tanks, 7 public stand posts, and 31 Yard Tap Posts.</p>	4
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>The LG conducted desk appraisals, the investment derived from the LG Development Plan (Pages 122 and 152) and were eligible for funding under sector guidelines as indicated in the minutes dated 2/11/2021 for the projects implemented in the year 2022/23. The projects appraised included:</p> <p>1-Borehole Drilling and Rehabilitation in various Sub Counties (SC)at Ugx 144m;</p> <p>2-Rehabilitation of Boreholes in various SCs at Ugx 60m; and</p> <p>3-Construction of Piped water supply in variuos SCs at Ugx 400m.</p>	4

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<p>There was no evidence that all budgeted investments for current FY have completed applications from beneficiary communities</p>	0
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports 29/11/2021, for the projects implemented in the year 2022/23. The projects appraised included:</p> <p>1-Borehole Drilling and Rehabilitation in various Sub Counties (SC)at Ugx 144m;</p> <p>2-Rehabilitation of Boreholes in various SCs at Ugx 60m; and</p> <p>3-Construction of Piped water supply in variuos SCs at Ugx 400m.</p>	2

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 all water infrastructure projects for the Current FY were screened for environmental and social risks before being approved for Construction. Filled Screening Forms sampled out and availed for Drilling and Construction of Hand Pumps/Boreholes were at:

1) Nakakonge area, located in Nazigo sub county. The Screening Form was dated 07/01/22 and was signed by Musaazi Patrick, Senior Environmental Officer;

2) Nsanvu area, located in Kayonza sub county. The Screening Form was dated 07/01/22 and was signed by Musaazi Patrick, Senior Environmental Officer;

3) Mukundo - Kigaati area, located in Bbaale sub county. The Screening Form was dated 05/01/22 and was signed by Musaazi Patrick, Senior Environmental Officer;

4) Kaato area, located in Kayonza sub county. The Screening Form was dated 07/01/22 and was signed by Musaazi Patrick, Senior Environmental Officer; and

5) Kirubo area, located in Galiraya sub county. The Screening Form was dated 05/01/22 and was signed by Musaazi Patrick, Senior Environmental Officer.

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There was evidence that the water infrastructure investments were incorporated in the LG approved procurement plan. The projects included: Hydrogeological investigation and Drilling ,Development and installation of 6 Pumps (Boreholes) constructed at Ugx 126,000,000; Construction of Piped Water supply system for Bbaale RGC at Ugx 500,000,000; Rehabilitation of 8 non-functional Hand Pumps (Boreholes) at Ugs 58,106,000</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	<p>There was evidence that the water supply and public sanitation infrastructure were approved by the contracts committee before commencement. The sampled projects were: Drilling, development, construction and installation of 10 boreholes in Kayunga District, were approved by the Contract Committee on March 22, 2021; Construction of a 4-stance lined empty-able latrines with 2 rooms of washroom and urinals at Kitwe Rural growth center, Contract Committee approved the procurement on March 22, 2021</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There was evidence of a letter from CAO, dated October 24, 2021 appointing the Water Officer, the CDO, the environment officer and internal auditor on the PIT.</p>	2

Procurement and Contract

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

Maximum 14 points on this performance measure

d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2

Designs for the different infrastructure that were provided during the assessment for review are outlined below:

- U2 Hand Pumped Borehole; and
- Design for Extension of Nkokonjeru Piped Water Schemes – Design Drawing WSC/Kay/01 which was prepared under contract Kayu 523/Srvcs/20-21/00249 by W&S Consult International.

The technical designs provided had been included in the respective contract documents and subsequently used in the construction of the facilities and delivery of supplies. This was also verified during the field visits carried out to the Public Stand Post and the hand pumped boreholes.

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

Maximum 14 points on this performance measure

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

Evidence that the district Water Office monitored each of WSS facilities was presented in way of Monitoring reports. These reports included:

- Monitoring Report on the Siting of Boreholes across the district dated December 6th, 2021;
- Report on Monitoring of Borehole Drilling across the district dated December 12th, 2021; and
- Monitoring Report of the Construction of Public Latrine at Kitwe RGC, Kayonza Sub County Dated June 10th, 2022.

Follow-up of E& S aspects were followed up as evidenced by Environmental and Social Monitoring certificates some of which indicated below:

- Certificate for Drilling activities prepared on December 07th, 2021; and
- Environmental and Social Compliance Monitoring Report dated January 13th, 2022.

These were prepared and signed by Mr. Musazi Patrick (Natural Resources Officer) and Mr. Kafeero Colline –Tel 0772438132 (Senior Community Development Officer)

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

Maximum 14 points on this performance measure

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

o If 100 % contracts paid on time: Score 2

o If not score 0

There was evidence that the DWO verified works and initiated payments of contractors within specified timeframe. The sampled projects were:

1. Works by Danilex surveyors ltd on the construction of a water harvest tank at Kangulumira sub county worth Ugx 29,633,100 submitted on 25/5/2022 were verified works and initiated for payments by the DWO on 7/6/2022 (12 days) and paid on 22/6/2022; and

2. Works by Vason ltd on the retention of construction of a latrine at Kamatani worth, Ugx 2,008,800 submitted on 20/5/2022 were verified works and initiated for payments by the DWO on 22/5/2022 (2 days) and paid on 22/6/2022; and

3. Works by Innovana ltd on the construction of a water pumping system at Kyerima worth Ugx 29,633,100 submitted on 22/5/2022 were verified works and initiated for payments by the DWO on 22/5/2022 (1 days) and paid on 22/6/2022.

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

Maximum 14 points on this performance measure

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

Score 2, If not score 0

There was evidence that the LG had a complete procurement file for each water infrastructure investment. The sampled projects were:

KAYU523/wrks/21-22/00058 Drilling, development, construction and installation of 10 boreholes in Kayunga District, whose: procurement requisition was made on March 22, 2021, with an estimate of Ugx 200,000,000; the procurement approval was made on June 1, 2021; tender advert was made on June 10, 2021; Evaluation was concluded on August 25, 2021; Contract was signed on October 18, 2021 at an award amount of Ugx 197,115,450.

KAYU523/wrks/21-22/000119 Construction of a 4stance lined emptiable latrines with 2 rooms of washroom and urinals at Kitwe Rural growth center, whose: procurement requisition was made on March 22, 2021, with an estimate of Ugx 40,000,000; the procurement approval was made on October 18, 2021; tender advert was made on December 6, 2021; Evaluation was concluded on December 15, 2021; Contract was signed on March 7, 2022 at an award amount of Ugx 39,837,000.

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>There was evidence that the DWO in Liaison with the District Grievances Redress Committee recorded grievances as per LG Grievance redress frame work. Though there was no case recorded so far, the Grievance Log was on place. Also, Notices were posted on the Water and Environment noticeboard about grievance procedures and the contacts of staff when in need. There was also a Suggestion Box. These notices concerned the Production department UGift project.</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 & catchment protection and natural resource management to CDOs:</p>	<p>There was no evidence that the DWO and the Environment Officer disseminated guidelines on water source & catchment protection and natural resource management to CDOs. Nothing was presented to show any evidence.</p>	0
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>There was no evidence that water source protection plans and Natural resource management plans for WSS Facilities constructed in the previous FY were prepared and implemented. There were no any such Plans presented for assessment.</p>	0

15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p>There was evidence to show that 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. To that effect, three projects were sampled namely:</p> <ul style="list-style-type: none"> • Public Latrine Construction at Kitwe RGC Kayonza Sub County; agreement was presented. It was signed by Mukya Kigongo Jane Kakooba (Tel 0773457754); 	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:</p> <p>Score 2, If not score 0</p>	<p>There was evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices on the following:</p> <ol style="list-style-type: none"> 1. Works by Danilex surveyors ltd on the construction of a water harvest tank at Kangulumira sub county worth Ugx 29,633,100; 2. Works by Vason ltd on the retention of construction of a latrine at Kamatani worth, Ugx 2,008,800; and 3. Works by Innovana ltd on the construction of a water pumping system at Kyerima worth Ugx 29,633,100. 	2

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There was no evidence that the
CDO and Environment Officers
undertook monitoring to ascertain
compliance with ESMPs and
produced monthly reports. What
was available was only a quarterly
report for the second quarter of
2021/2022 dated 15/12/2021 was
presented written by Nantabo
Maimuna, Environment and
Wetlands Officer.

**Micro-scale
Irrigation
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p>	<p>There was evidence that Kayunga LG had up-to-date data on irrigated land for the last two FYs disaggregated between microscale irrigation grant beneficiaries and non-beneficiaries.</p> <p>This is evidenced by a document titled “Kayunga District LG Production Department, Agricultural Engineering Sector, Irrigation Data”.</p> <p>In FY 2020/2021 the irrigated area was 117.5 acres disaggregated as 117.5 acres for non-micro-scale irrigation grant beneficiaries and 0 acres for beneficiaries.</p> <p>In FY 2021/2022 the irrigated area was 169.5 acres disaggregated as 138 acres for non-micro-scale irrigation grant beneficiaries and 31.5 acres for beneficiaries.</p>	2

Outcome: The LG has increased acreage of newly irrigated land

Maximum score 4

Maximum 20 points for this performance area

b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:

- By more than 5% score 2
- Between 1% and 4% score 1
- If no increase score 0

There was evidence that Kayunga LG had increased acreage of newly irrigated land in FY 2021/2022 as compared to FY 2020/2021.

In FY 2020/2021 the irrigated area was 117.5 acres.

In FY 2021/2022 the irrigated area was 169.5 acres.

Percentage increase = $100 \times \frac{(\text{Irrigated area in FY 2021/2022} - \text{Irrigated area in FY 2020/2021})}{\text{Irrigated area in FY 2020/2021}}$

Percentage increase = $100 \times \frac{(169.5 - 117.5)}{117.5}$

The percentage increase was 31%.

Investment
Performance: The LG
has managed the
supply and installation
of micro-scale
irrigations equipment as
per guidelines

Maximum score 6

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

There was evidence that the
development component of micro-
scale irrigation grant has been
used on eligible activities.

This is evidenced by the system
generated Kayunga LG
Departmental Quarterly
Performance Report for FY
2021/2022 Quarter 4 Page 8.

The LG received UgX 1,586,903
581 out of which
UgX1,198,795,095 was allocated
to Capital development.

UgX 304,974,264 was used for
installation of irrigation equipment
and UgX 388,104,486 was used for
Complementary services.

The other allocations were as
follows:

1. Awareness raising of leaders:
UgX 54,599,452

2. Monitoring and supervision: UgX
37,809,134

3. Awareness raising of farmers:
UgX 297,106,399

* field days= UgX 61,724,000

* farmer exchange program =
UgX 33,632,000

* farm visits= UgX 85,843,888

*Field trips with farmers already
irrigating = UgX 9,804,000

4. Fuel for all activities: UgX
71,999,512

Investment
Performance: The LG
has managed the
supply and installation
of micro-scale
irrigations equipment as
per guidelines

Maximum score 6

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

There was evidence that the
approved farmer signed an
Acceptance Form confirming that
equipment was working well,
before the LG made payments to
the suppliers: These included the
following payments:

a) Baata Eng ltd Ugx 10,282,000
for the design and supply of
installation for Namutebi Rebecca,
Musana TC;

b) Baata Eng ltd Ugx 14,442,000
for design and supply of installation
for Katulebe James; and

c) Rima EA Ltd Ugx 10,175,628
for design and supply of installation
for Mutebi Adams, Kangulumira
TC.

The farmers signed on 20th June
2022 and suppliers were paid on
23rd June 2022.

3	1	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0</p>	<p>There was evidence that supplier quotes were within +/-20% of the Engineers estimate. The evidence is seen in the evaluation report for the contracts against the engineer's estimate.</p> <p>3 supplier quotes were examined and the variation found to be within +/-20% of the Engineers estimate:</p> <ol style="list-style-type: none"> 1. KAY/2020-10-08/M/9058 Baata Engineering Co. Ltd. Quotation is UgX 10,282,000 against engineer's estimate of UgX 9,400,000 giving a variation of 9.38%. 2. KAY/2020-10-10/M/9300. RIMA (EA) Ltd. Quotation is UgX 12,061,400 against engineer's estimate of UgX 14,900,000 giving a variation of -19.05%. 3. KAY/2020-09-16/M/3288. W&S Consulting Ltd. Quotation is UgX 20,627,800 against engineer's estimate of UgX 19,200,000 giving a variation of 7.44%.
3	2	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 	<p>There was evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were 100% installed/completed within the previous FY.</p> <p>This is evidenced by the 17 completion certificates for 17 completed sites signed by DAO/Focal person, SAE/Contract Manager and CAO within June 2022.</p>

4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>a) Evidence that the LG has recruited LLG extension workers as per staffing structure</p> <ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 	<p>The LG had 41 approved positions of extension workers for the LLGs, 14 were filled and 27 vacant. The percentage of filled positions was 34%</p>	0
4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF</p> <ul style="list-style-type: none"> • If 100% score 2 or else score 0 	<p>During the assessment, field visits were conducted and assessment done on two demos and three completed irrigation sites in 1) Kayonza S/C Kakooge Demo, 0496008 mE 001944 mN, Elev-1023 masl; 2) Kayonza S/C 0487577 mE, 0096370 mN and 1066 masl; 3) Kayonza S/C 0487350 mE, 0096363 mN and 1065 masl; Kayunga Town Council 0489092, 0078835, 1081 masl; Kangulumira S/C-Kangulumira Demo 0498792, 0063377 mN, 1088 masl.</p> <p>There was evidence that the micro-scale irrigation equipment met the standards by MAAIF. The equipment at all the visited sites are in good shape, properly installed and functioning.</p>	2

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

Maximum score 6

b) Evidence that the installed micro-scale irrigation systems during last FY are functional

- If 100% are functional score 2 or else score 0

There was evidence that all the 17 installed micro-scale irrigation systems during last FY are functional.

This evidence is in the quarterly report submitted to CAO by DPO dated 01.08.22 for Q4 FY 2021/2022.

During the assessment, field visits were conducted and assessment done for functionality on two demos and three completed irrigation sites in 1) Kayonza S/C Kakooge Demo, 0496008 mE 001944 mN, Elev-1023 masl; 2) Kayonza S/C 0487577 mE, 0096370 mN and 1066 m a.s.l; 3) Kayonza S/C 0487350 mE, 0096363 mN and 1065 masl; Kayunga Town Council 0489092, 0078835, 1081 m a.s.l; Kangulumira S/C-Kangulumira Demo 0498792, 0063377 mN, 1088 m a.s.l.

The equipment at all the visited sites are in good shape, properly installed and functioning.

Performance Reporting and Performance Improvement

Accuracy of reported information: The LG has reported accurate information

Maximum score 4

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

Three LLGs were were sampled to establish the accuracy of information on extension workers. The HR staff list obtained from HR Unit had four (4) extension workers\' names while those obtained from the LLGs had seven (7)

Kayunga SC list had **1.** Assistant Agriculture officer, Bbosa Fredrick, **2.** Assistant Fisheries Officer - Nabirye Florence and **3.** Assistant Veterinary Officer Nakewa Silas.

Busaana SC list had **1.** Agriculture Officer - Rwebikiire James

Kayunga TC list had **1.** Agriculture Officer - Kibumba Moses, **2.** Veterinary Officer - Dindi Ronald and **3.** Assistant Fisheries Officer - Nabirye Florence

The List obtained from HR Unit had only, **1.** Bbosa Fredrick, **2.** Rwebikiire James, **3.** Kibumba Moses and **4.** Dindi Ronald

Accuracy of reported information: The LG has reported accurate information

Maximum score 4

b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0

There was evidence that information on microscale irrigation system installed and functioning was accurate.

During the assessment, field visits were conducted and assessment done for functionality on two demos and three completed irrigation sites in 1) Kayonza S/C Kakooge Demo, 0496008 mE 001944 mN, Elev-1023 m a.s.l; 2) Kayonza S/C 0487577 mE, 0096370 mN and 1066 masl; 3) Kayonza S/C 0487350 mE, 0096363 mN and 1065 masl; Kayunga Town Council 0489092, 0078835, 1081 m a.s.l; Kangulumira S/C-Kangulumira Demo 0498792, 0063377 mN, 1088 m a.s.l.

The information checked was the layout of the irrigation systems, the type of irrigation system and the list of equipment installed. During the site visits, the systems were test run and found to be functional.

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>There was evidence that information was collected quarterly on newly irrigated land, the functionality of irrigation equipment installed; provision of complementary services, and farmer Expression of Interest.</p> <p>This evidence is in the quarterly reports prepared by District Agricultural Engineer to CAO dated 08/12/2021 for Q2, 25/04/2022 for Q3 and 29/07/2022 for Q4.</p> <p>The reports contain information on the status of the newly installed micro-scale irrigation sites, the activities being undertaken at the installed sites and the site inspection reports on the functionality of the new irrigation systems.</p>	2
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0</p>	<p>There was evidence that that Kayunga LG had entered up-to-date LLG information into MIS. This evidence was contained in printed MIS reports where data had been entered into MIS/Irritrack.</p> <p>The MIS report showed a total of 611 had submitted expression of interest as at 12.07.2022 from the LLGs.</p>	1

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>c.Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0</p>	<p>There was evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS.</p> <p>This evidence was seen in quarterly reports prepared by District Agricultural Engineer to CAO dated 10.12.2021 for Q2, 20.07.2022 for Q3 and 01.08.22 for Q4.:</p>	1
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>d) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0</p>	<p>There was no evidence that Kayunga LG had developed a Performance Improvement Plan for the lowest-performing LLGs.</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0</p>	<p>There was no evidence that Kayunga LG had implemented a Performance Improvement Plan for lowest-performing LLGs.</p>	0

Human Resource Management and Development

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0</p>	<p>The LG Budgeted for 32 approved positions of extension workers as per the approved staff structure. All were budgeted for at sh. 924.000.000, However only 8 positions were filled as per letter KYG/CR/103/2 dated 7th March 2022 " Request for Additional Extension Wage for Production Department"</p>	1
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>ii Deployed extension workers as per guidelines score 1 or else 0</p>	<p>The LG Budgeted for 32 approved positions of extension workers as per the approved staff structure. All were budgeted for at sh. 924.000.000. However only 8 positions were filled as per letter KYG/CR/103/2 dated 7th March 2022 "Request for Additional Extension Wage for Production Department"</p>	0

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

Maximum score 6

b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0

The deployed extension workers were working in LLGs where they were are deployed as per the monitoring reports reviewed, as follows;

Kayunga TC; The agriculture Officer, Veterinary Officer and Assistant Fisheries Officer present four joint / unified quarterly monitoring reports for review, 1st quarter dated 1st October 2021, 2nd, 30th December 2021, 3rd 28th March 2022 and 4th 30th June 2022.

Kayunga SC; Assistant Agriculture Officer, Assistant Fisheries Officer and Assistant Veterinary Officer

; 1st Quarter dated, 5th October 2021, 2nd, 7th January 2022, 3rd 8th March 2022 and 4th 29th June 2022

Busaana SC; the Agriculture officer; 1st quarter dated 10th October 2021, 2nd 12th January 2022, 3rd 5th April 2022 and 4th 20th July 2022

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

Maximum score 6

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

Extension workers' deployment was publicized, disseminated to LLGs and displayed on the LLGs notice boards. It depicted the names of all employees of the sub county, including the extension workers,

Kayunga SC; Agriculture Officer, Bosa Fredrick, and Veterinary Officer, Nakewa Silas

Busaana SC; Agriculture Officer - Rwebikire James

Kayunga TC; Agriculture Officer - Kibumba Moses, Veterinary Officer - Dindi Ronald and Asst. Fisheries Officer - Nabirye Florence

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	a) Evidence that the District Production Coordinator has: i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0	The LG had nine filled positions of Extension workers. Only five (5) appraisal reports were availed for review, they were as follows; 1. Agriculture Officer - Kayunga SC - 19th September 2022, 2. Assistant Fisheries Officer - Busaana SC - 17th October 2022, 3. Agriculture Officer Bbale SC - 15th October 2022, 4. Assistant Agriculture Officer Kayunga SC - 11th August 2022 and 5. Assistant Fisheries Officer - Kayunga SC - 5th October 2022	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	a) Evidence that the District Production Coordinator has; Taken corrective actions: Score 1 or else 0	The Production Coordinator did NOT take any corrective actions arising from the performance appraisal	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	Training activities were NOT conducted	0
Maximum score 4	Maximum score 4	Maximum score 4		

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	ii Evidence that training activities were documented in the training database: Score 1 or else 0	Training activities were NOT conducted and there was no documented training database	0
	Maximum score 4			

Management, Monitoring and Supervision of Services.

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	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	There was no evidence that the LG appropriately allocated the micro scale irrigation grant between, 75% capital development; and 25% complementary services as required:	0
	Maximum score 10		<ol style="list-style-type: none"> 1. Total Amount Received under Irrigation for FY 2021/2022 UGX 1,455,985,398 2. Amount spent on equipment UGX 217,687,404, 15%; and 3. Amount spent on complementary Ugx 90,805,734, 6%. 	

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>Budget allocations of 25% (Ugx 364m) were inline with the guidelines:-</p> <p>i) On awareness on Local Leaders UGX 55,834,000, 15%; and</p> <p>ii) Procurement, Monitoring and Supervision UGX 34,971,734, 10%.</p>	2
	<p>Maximum score 10</p>			
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>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 farmer co-funding was not reflected in the budget.</p>	0
	<p>Maximum score 10</p>			

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>There was evidence that the LG used the farmer co-funding following rules applicable to the micro scale irrigation grant; 15 farmers made their contributions to the cost; amount spent on equipment was UGX 217,687,404 and 15 farmers contributed 30,498,804 as required.</p>	2
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>There was evidence that the LG had embarked on dissemination of information on use of the farmer co-funding</p> <p>This evidenced by minutes from meetings DTPC meeting held on 22.02.2022 at the Kayunga District Council Hall attended by 30 members. information on use of the farmer co-funding is on page 12.</p>	2

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p>	<p>There was evidence that the DPO monitored the installed microscale irrigation equipment.</p>	2
	<p>Maximum score 8</p>	<ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 	<p>This evidence was seen in quarterly reports submitted to CAO dated 10.12.2021 for Q2, 20.07.2022 for Q3 and 01.08.22 for Q4.:</p> <p>All the micro-irrigation sites were monitored during FY 2021/2022..</p>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>There was evidence that the LG has overseen technical training & support to the host farmers of the demonstration sites to achieve servicing and maintenance during the warranty period</p>	2
	<p>Maximum score 8</p>		<p>This evidence was seen in quarterly report submitted to CAO dated 01.08.22 for Q4.</p>	

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>There was evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services as per guidelines.</p> <p>This evidence was seen in quarterly reports submitted to CAO dated 10.12.2021 for Q2, 20.07.2022 for Q3 and 01.08.22 for Q4.</p>	2
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	<p>There was evidence that 13 farmer field schools had been established in Kayunga LG.</p> <p>This evidence is in the quarterly reports submitted to CAO dated 10.12.2021 for Q2, 20.07.2022 for Q3 and 01.08.22 for Q4.</p> <p>!0 farmer field schools were established at the 10 demonstration sites and 3 at host farmer sites. There is at least one Farmer field school in each Subcounty facilitated by the LLG extension workers. The farmer field schools are composed of micro-scale irrigation beneficiaries and those who have expressed interest.</p> <p>The farmers congregated at the farmer field schools once a week and were trained practically on irrigation and agronomy practices throughout the season.</p>	2

11	<p>Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.</p> <p>Maximum score 4</p>	<p>a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0</p>	<p>There was evidence that the LG has conducted activities to mobilize and sensitize farmers as per guidelines.</p> <p>This evidence was seen in quarterly reports prepared by District Agricultural Engineer to CAO dated 10.12.2021 for Q2, 20.07.2022 for Q3 and 01.08.22 for Q4.</p> <p>Some of the activities conducted included 8 field days, 13 farmer exchange visits, 5 field visits to irrigation practicing farmers, and one micro scale exhibition show.</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>There was evidence that the LG has trained staff and sensitized political leaders at District and LLG levels</p> <p>This evidence was seen in the training reports with attendance lists attached prepared by the DAO/Focal person dated 01/08/2021, 03/08/2021,01/09/2021,03/09/2021 and 08/09/2021.</p>	2

Investment Management

12	2	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0</p>	<p>There was evidence that the LG has a hard copy updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format.</p> <p>This evidence was seen in the Document titled Kayunga District Irrigation Inventory 2021-2022 UglIFT Micro Scale Irrigation Project.</p> <p>The register contains information on the name of farmer, equipment, description, quantity, and status</p> <p>The register was updated in November 2022.</p>
Maximum score 8				
12	2	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	<p>There was evidence that the LG keeps an up-to-date database of applications at the time of the assessment. The database was last updated on 12.07.2022. 10 applications were sample and found to be part of the database.</p>
Maximum score 8				
12	2	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>There was evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI):</p> <p>496 farmers have been visited against 318 targeted visits. This evidenced by extracts from the MIS attached to the Quarterly report dated 01.08.22 for Q4.</p>
Maximum score 8				

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>There was no evidence that the LG publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards. This was confirmed from the notice boards of the LLGs of Kayunga Town Council, Kayonza Sub County and Kangulumira Sub County</p>	0
	<p>Maximum score 8</p>			
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	<p>There was evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan, which was approved on June 20, 2022 . The procurement was for: Design, supply and installation of microscale irrigation systems in Kayunga DLG in clusters 1,2 and 3; and Supply 6 one acre sprinkler petro powered system with draghose and solar powered for Busaana ,Kangulumira ,Kayonyze and Galiraya at Ugx 1,029,990,000.</p>	1
	<p>Maximum score 18</p>			
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	<p>There was evidence of an invitation to bid dated March 7, 2022, sent to AKVO Ltd., Baata Engineering Co., W&S consult Ltd., Grow more seeds and chemicals ltd., and Rima (EA) Ltd to bid for Supply 6 one-acre sprinkler petrol powered system with draghose and solar powered for Busaana ,Kangulumira ,Kayonyze and Galiraya, These were the MAAIF prequalified companies.</p>	2
	<p>Maximum score 18</p>			

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>There was evidence of evaluation report dated March 19, 2022 which concluded the selection of the irrigation equipment supplier.</p>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p>	<p>There evidence of minutes of the contracts committee meeting dated June 30, 2021 which approved the micro -irrigation system for the previous FY. The projects included: Supply of 6 sprinkler petrol powered system with drug hose and solar powered for Busaana, Kayonza and Galilaya Sub County at Ugx 100,622,120 awarded to and was witnessed by a farmer Mr. Godfrey Besisira; and Supply and installation of micro scale irrigation schemes in Kayunga District Cluster II (Nazigo TC & Nazigo TC and Kangulumira TC & Sub County) at Ugx 365,058,526 and the contract was witnessed by a farmer, Mr. Mr. David Kavule.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0</p>	<p>There is evidence that the LG signed contracts with the lowest priced technically responsive irrigation equipment supplier. The contracts were for: Supply of 6 sprinkler petrol powered system with drug horse and solar powered for Busaana, Kangulumira, Kayonza and Galilaya Sub County signed on March 19, 2022; and Supply and installation of micro scale irrigation schemes in Kayunga District Cluster II (Nazigo TC & Nazigo TC and Kangulumira TC & Sub County on November 8, 2021.</p>	2

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0</p>	<p>There was evidence that the micro-scale irrigation equipment installed is in line with the design output sheet generated by Irritrack App.</p> <p>However, there were no standard technical designs issued to LGs from MAAIF. It was thus, not possible to check and determine whether: the various aspects of the systems are as per designs.</p>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0</p>	<p>There was evidence that the LG have conducted regular technical supervision of the irrigation demonstration sites by the District Agricultural Engineer.</p> <p>This evidence was seen in quarterly reports prepared by District Agricultural Engineer to CAO dated 08/12/2021 for Q2, 25/04/2022 for Q3 and 29/07/2022 for Q4.</p>	2
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>h) Evidence that the LG has overseen the irrigation equipment supplier during:</p> <p>i. Testing the functionality of the installed equipment: Score 1 or else 0</p>	<p>There was evidence that the LG has overseen the irrigation equipment suppliers during testing the functionality of the installed equipment</p> <p>The equipment suppliers were Baata Eng ltd and Rima EA Ltd.</p> <p>This evidence was seen in quarterly supervision reports prepared by District Agricultural Engineer to CAO dated 25/04/2022 for Q3 and 29/07/2022 for Q4.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0</p>	<p>There was evidence that LG has over seen the hand-over of the equipment to the Approved Farmer. This was evidenced by This evidence is in quarterly supervision reports prepared by District Agricultural Engineer to CAO dated 25/04/2022 for Q3 and 29/07/2022 for Q4.</p> <p>The handover of equipment took place between 16th to 20th June 2022.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0</p>	<p>There was evidence that the Local Government made payment of the supplier within specified timeframes as below:</p> <p>a) Baata Eng ltd Ugx 10,282,000 for the design and supply of installation for Namutebi Rebecca, Musana TC submitted on 8/6/2022 was paid on 22/6/2022;</p> <p>b) Baata Eng ltd Ugx 14,442,000 for design and supply of installation for Katulebe James submitted on 8/6/2022 was paid on 22/6/2022 ; and</p> <p>c) Rima EA Ltd Ugx 10,175,628 for design and supply of installation for Mutebi Adams, Kangulumira TC submitted on 8/6/2022 was paid on 22/6/2022.</p>	2

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

Maximum score 18

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

There is evidence that the LG has a complete procurement files for each contract. The sampled contracts were:

KAYU523/wrks/21-22/00078
Supply of 6 sprinkler petrol powered system with drug horse and solar powered for Busaana, Kanglumira, Kayonza and Galilaya Sub County. whose: procurement requisition was made on February 22, 2022, with an estimate of Ugx 103,000,000; the procurement approval was made on March 7, 2022; tender advert was made on March 7, 2022; Evaluation was concluded on March 19, 2022; Contract was signed on May 23, 2022 at an award amount of Ugx100,622,120.

KAYU523/wrks/21-22/00079
Supply and installation of micro scale irrigation schemes in Kayunga District Cluster II (Nazigo TC & Nazigo TC and Kangulumira TC & Sub County). whose: procurement requisition was made on April 22, 2021, with an estimate of Ugx 440,336,726; the procurement approval was made on July 21, 2021; tender advert was made on September 20, 2021; Evaluation was concluded on November 8, 2021; Contract was signed on March 23, 2022 at an award amount of Ugx 365,058,526.

Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>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</p>	<p>There was evidence that Kayunga LG Production department had displayed on the notice board details of avenues to address grievances at the time of assessment.</p> <p>The display shows the grievance avenue, the type of grievance and where to address the grievance (contact persons and suggestion box).</p> <p>Notices are put contacts on all noticeboards in the district. LG also has a suggestion box where farmers or anyone can raise a complaint anonymous Complaints are recorded in the complaint in the book. Relevant action is taken immediately. the grievances which cannot be handled immediately or those we have failed to solve are submitted to the grievance district committee to handle further.</p>	2
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>i). Recorded score 1 or else 0</p> <p>ii). Investigated score 1 or else 0</p> <p>iii). Responded to score 1 or else 0</p> <p>iv). Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence that Micro-scale irrigation grievances had been recorded. There was nothing presented to prove this.</p>	0

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence that Micro-scale irrigation grievances had been investigated. There was nothing presented to prove this</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence that Micro-scale irrigation grievances had been responded to. There was nothing presented to prove this.</p>	0
14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was no evidence that Micro-scale irrigation grievances had been reported in line with the LG grievance redress framework. There was nothing presented to prove this.</p>	0

Environment and Social Requirements

15	Safeguards in the delivery of investments Maximum score 6	a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc. score 2 or else 0	There was evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access, proper use of agrochemicals and safe disposal of chemical waste containers. This evidence is in the 17 MoUs between LGs and beneficiary farmers on various dates in FY 2021/2022. The MoUs were signed by CAO, approved farmer and witnessed by Subcounty chairperson and Spouse.	2
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 costed ESMP were incorporated into designs, BoQs, bidding and contractual documents. Costing for irrigation projects was done for Kasokwe, Gweri, Galiraya, Kyelima, Kirasa Central, Kikota and other areas BUT these costed values were not reflected in BoQs for these projects.	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	<p>There was evidence of Monitoring of irrigation impacts. Monitoring Forms signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer were presented for Demonstration of Irrigation Technology at:</p> <ol style="list-style-type: none"> 1) Kikwaya, dated 16/05/22; 2) Galiraya village, dated 25/5/22; 3) Kakooge, Kafumba and Kayonza, dated 22/5/22; 4) Gwero Village, dated 25/5/22; and Kyato Village, dated 30/5/22. 	1
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	<p>There was evidence that E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects. Certification Forms signed by signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer were presented dated 20/06/2022 for:</p> <ol style="list-style-type: none"> 1) Kyaato I village; 2) Kayunga North; 3) Kasokwe village; 4) Namagabi A village; and 5) Kakooge village. 	1

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 evidence that E&S Certification forms were completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects. Certification Forms signed by signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer were presented dated 20/06/2022 for:

- 1) Kyaato I village;
- 2) Kayunga North;
- 3) Kasokwe village;
- 4) Namagabi A village; and
- 5) Kakooge village.

**Micro-scale Irrigation
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation <i>Maximum score is 70</i>	If the LG has recruited; a. the Senior Agriculture Engineer <i>score 70 or else 0.</i>	Information on the appointment status of the Senior Agriculture Engineer was not availed for review	0

Environment and Social Requirements

2	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. <i>Maximum score is 30</i>	If the LG: Carried out Environmental, Social and Climate Change screening score 30 or else 0.	The District Planner recorded 8 projects under Irrigation but at Department level, the total number was 24 because of breaking down some projects into Demonstrations of Irrigation Technology projects and Drag Hose on Solar Irrigation Technology projects for Individual households. These were screened as follows: Demonstration projects: 1) Busaana Village, where screening was done on 18/05/2022 and the Screening Form was signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer; 2) Galiraya Village, where screening was done on 03/11/2021 and the Screening Form was signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer; 3) Kyaato I Village, where screening was done on 03/11/2022 and the Screening Form was signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer;	30
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4) Kiraga Central Village, where screening was done on 13/01/2021 and the Screening Form was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer; and

For Individual farmers:

5) Besisira Salongo Godfrey of Kiraga Central Village, where screening was done on a date not indicated on 13/01/2022 and the Screening Form was signed by Nandauwa Eva, Senior Labour and Industrial Relations Officer; and

6) Katureebe James of Kiraga Central Village, where screening was done on a date not indicated on 13/01/2022 and the Screening Form was signed by Nandauwa Eva, Senior Labour and Industrial Relations Officer

There was no project under micro-scale irrigation in Kayunga DLG that required Environment and Social Impact Assessments.

**Water & Environment
Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	Information on the appointment status of the Civil Engineer (Water) was not availed for review	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Kafero Collins performed duties of the Assistant Water Officer for mobilization, as per the "assignment of duty (secondment) letter" CDS156/1 dated 26th November 2009	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	There was no evidence for an appointment to the position of Borehole maintenance technician	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The Natural Resources Officer position was vacant	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	The Environment Officer, Nantaba Maimuna was substantively appointed as per the appointment letter; KYG CR/156/ dated 21st September 2001	10

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.	f. Forestry Officer, score 10 or else 0.	The Forest Officer position was vacant	0
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Maximum score is 70

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 Kayunga DLG Carried out Environmental, Social and Climate Change screening. Filled Screening Forms were availed for Drilling and Construction of Hand Pumps/Boreholes at: 1) Nakakonge area, located in Nazigo sub county. The Screening Form was dated 07/01/22 and was signed by Musaazi Patrick, Senior Environmental Officer; 2) Nsanvu area, located in Kayonza sub county. The Screening Form was dated 07/01/22 and was signed by Musaazi Patrick, Senior Environmental Officer; 3) Mukundo - Kigaati area, located in Bbaale sub county. The Screening Form was dated 05/01/22 and was signed by Musaazi Patrick, Senior Environmental Officer; 4) Kaato area, located in Kayonza sub county. The	10
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Screening Form was dated 07/01/22 and was signed by Musaaazi Patrick, Senior Environmental Officer; and

5) Kirubo area, located in Galiraya sub county. The Screening Form was dated 05/01/22 and was signed by Musaaazi Patrick, Senior Environmental Officer.

2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	There was no project under Water and environment that required Environment and Social Impact Assessments.	10
2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	There was no evidence that Kayunga DLG ensured that contractors got abstraction permits issued by DWRM. Even if the DLG had many projects on drilling and rehabilitation, there was no record/documentation in this regard.	0

Health Minimum
Conditions

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.	The District Health Officer , Matovu Ahamed was substantively appointed as per the appointment letter; KYG/CR/10168District Health Officer	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0	The Assistant District Health Officer Maternal, Child Health and Nursing, Businge Olive was substantively appointed as per the appointmnt letter; KYG/CR/156/1 dated 1st February 2015	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	The Assistant District Health Officer Environmental Health, Odong Paul Kato was substantively appointed as per the appointment letter KYG/CY/156/2 dated 21st September 2021	10

1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.</p>	<p>The Principal Health Inspector, Osilon James was substantively appointed as per the appointment letter KYG/CY/156/2 dated 21st September 2021</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>The Senior Health Educator, Mwase Simon, was substantively appointed as per the appointment letter KYG/CY/156/2 dated 21st September 2021</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>The Biostatistician, Ddungu Serwadda Jimmy, was substantively appointed as per the appointment letter KYG/CY/156/1 dated 15th May 2015</p>	10
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>Mpoya Joel is the substantive District Cold Chain Technician as per the7/4/2022 and min.no 1048/DSC/KYG/2021</p>	10

1
New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

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

Applicable to MCs only.

Maximum score is 70

1
New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

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

Applicable to MCs only.

Maximum score is 70

1
New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.

j. Health Educator, score 20 or else 0

Applicable to MCs only.

Maximum score is 70

Environment and Social Requirements

2
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 Kayunga DLG carried out Environmental, Social and Climate Change screening. Kayunga DLG implemented 11 Health projects in the previous FY. Those sampled out for Environmental and Social Screening included:

1) Staff house construction at

Maximum score is 30

Bukamba HCIII. Maternity ward construction at Kangulumira HCIV. The Screening Form was dated 15/12/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.

2) Maternity ward construction at Kangulumira HCIV. The Screening Form was dated 20/12/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer;

3) Expansion of Kakiika OPD. The Screening Form was dated 17/10/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.

4) Theatre Construction and rehabilitation - Nakatovu HCII General ward. The Screening Form was dated 13/12/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.

5) Theatre Construction and rehabilitation - Namusaala HCII. The Screening Form was dated 19/10/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.

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

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

There was no project under Health in Kayunga DLG that required Environment and Social Impact Assessment.

Maximum score is 30

**Education Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The District Education Office, Babiringa Christine Alice was substantively appointed as per the aappointment letter: KYG/CR/2015 dated 8th December 2015	30
	<i>The Maximum Score of 70</i>			
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	b) All District/Municipal Inspector of Schools, score 40 or else 0.	The LG had three (3) Inspectors of School. They were all substantively appointed as follows; 1. Senior Inspector of Schools, Olok Moses - CR/10449 dated 1st March 2000, 2. Inspector of Schools. Kibirige Christopher - CR/156/2 dated 21st September 2020 and 3. Inspector of schools, Simali Ramathan - CR156/1 dated 20th Jauary 2006	40
	<i>The Maximum Score of 70</i>			
Environment and Social Requirements				
2	Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)	If the LG carried out: a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.	There was evidence that Kayunga DLG carried out Environmental, Social and Climate Change screening. There were 21 Education projects implemented by Kayunga DLG. Of these four did not require environmental screening as they were for provision of furniture to primary schools. Of those that were supposed to be screened, a random sample was taken as follows:	15
	The Maximum score is 30			

1) Renovation of a 2-classroom block at Namalere PS. The Screening Form was dated 20/07/2021 and was signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer;

2) Construction for 3-classroom block at Bugaddu CU PS. The Screening Form was dated 17/11/2021 and was signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer;

3) Construction of 5 classroom block at Namulanda RC. The Screening Form was dated 16/11/2021 and was signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer;

4) Construction of New Seed school at Mataba, Kayunga Sub County. The Screening Form was dated 14/04/2022 and was signed by Musaaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer

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

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

There was no project under Education that required Environment and Social Impact Assessments.

The Maximum score is 30

**Crosscutting Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	The Chief Finance Officer , Lukande Paul Rogers was substantively appointed as per the appointmant letter; KYG/CR/11300 dated 28th June 2018	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	The District Planner, Nyanzi Hajarah was substantively appointed as per the appointment letter; KYG/CR/15610 dated 28th September 2022.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	Musasize Patrick performed duties of the District Engineer as per the appointment letter; KYGCR.156 dated 4th February 2020	3

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	Musazi Patrick was the acting District Natural resource Officer as per the CAO's letter; KYGCR.156 dated 4th February 2020	0
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	The District Production Officer, Mugabi David was substantively appointed as per the appointment letter; KYG/156/2 dated 28th June 2013	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	The District Community Development Officer, Nandawula Maurene was substantively appointed as per the appointment letter; KYG/10246 dated 26th May 2012	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	The District Commercial Officer, Katerega Emmanuel was substantively appointed as per the appointment letter; KYG/CR/156 dated 28th March 2019	3

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	The Senior Procurement Officer, Lwasa Pisiano was substantively appointed as per the appointment letter; KYG/CR/11840 dated 16th October 2015	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	The Procurement Officer, Sedibe Norman Ibrahim was substantively appointed as per the appointment letter; KYG/CR/16011 dated 29th June 2020	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	The District did not have a substantive Principal Human Resource Officer. Naava Fatuma was acting PHRO as per the Assignment of duties Ref. letter no. KYG/CR/156 dated 2/8/2018	0
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	The Senior Environment Officer, Musasizi Patrick was substantively appointed as per the appointment letter; KYG/156/2 dated 1stAugust 2004	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p>	<p>The Senior Land Management Officer, Ahimbisibwe Vincent was substantively appointed as per the appointment letter; KYG/CR/156/1 dated 1st February 2016</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>l. A Senior Accountant, score 2 or else 0</p>	<p>The Senior Accountant was, Kalumba Richard substantively appointed as per the appointment letter; KYG/CR/601/123rd June 2020</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p>The principal Internal Auditor, Muyinda Joseph was substantively appointed as per the appointment letter; KYG/CR/156/2 dated 23rd March 2019</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p>Nakayenga Florence performed duties of the Principal Human Resource Officer (Secretary DSC), as the appointed as per the appointment letter; KYG/CR/10469 dated 27th May 2022</p>	0

2

5

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).

The LG had nine (9) LLGs and therefore 9 Senior Assistant Secretaries. They were all substantively appointed, as follows;

1. Mabonga Godfrey - KYG/CR/156/2 dated 10th June 2015,
2. Nakanjako Eva - KYG/CR/156/2 dated 3rd July 2006,
3. Kusasira Racheal - KYG/CR/156/2 dated 10th June 2015,
4. **Nakazzi Josephine KYG/CR/156/3 dated 11th July 2022,**
5. Nakinya Lydia - KYG/CR.156/2 dated 10th June 2015,
6. Kulabako Faridah - KYG/CR/156/2 dated 10th September 2020
7. Namisi Faridah - KYG/CR/156/2 dated 29th June 2020,
8. Nabukenya Zaina KYG/CR/10493 dated 28th July 22015 and
9. Ssebagala Henry - KYG/CR/161/1 dated 6th August 2020

2

0

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.

1. Akello Justine - KYG/CR/156/1 dated 1st February 2016.
2. Ntongo Rebecca - KYG/CR/156/2 dated 21st September 2021,
3. Nansukusa Marion - KYG/CR/156/2 dated 20th January 2006,
4. Nabasirye Niana - dated 1st February 2016,
5. Khawykha Alfred - KYG/CR/156/1 dated 1st February 2016,
6. Kalende Stephen KYG/CR/156/2 dated 1st February 2916,
7. Namukase Joy - KYG/CR/13424 dated 21st April 2022,
8. Wabonga Dan - KYG/CR/156/2 dated 7th April 2022 and
9. Nandagire Sauda - KYG/CR/156/1 dated 1th February 2016

Nandagire Sauda - Kayunga Town Council was is not a Senior CDO

2	New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG	c. A Senior Accounts Assistant /an Accounts Assistant in all LLGS, score 5 or else 0.	1. Kajoba Frank - KYG/CR/156/2 dated 6th March 2018, 2. Nansubuga Christine - KYG/CR.156/2 dated 6th March 2018, 3. Nandutu Irene - KYG/156/2 dated 6th March 2018. 4 .Musasizi Georgina - /CR V156/1 dated 18th December 2018, 5. Kalumba Duncan - KYG/CR/156/2 dated 6th March 2018, 6. Mulumba Nathan - KYG/CR/156/2 dated 6th March 2018, 7. Byegumye Samuel - KYG/CR/156/2 dated 6th March 2018, 8 . Nakiberu Prossy - KYG/CR/156/2 dated 6th March 2018 and 9. Ndagire Racheal - KYG/CR/156/2 dated 6th March 2018	5
	Maximum score is 15			

Environment and Social Requirements

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.	If the LG has released 100% of funds allocated in the previous FY to: a. Natural Resources department, score 2 or else 0	The LG released 92% of funds allocated in the year 2021/22 to Natural Resources department. The LG budgeted Ugx 220,366,000 (LG Approved Budget 2021/22) and Ugx 201,923,047 was spent (LG draft Financial statements for the year 2021/22 page 14).	0
	Maximum score is 4			
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: b. Community Based Services department. score 2 or else 0.	The LG released 81% of funds allocated in the year 2021/22 to Community Based Services department. The LG budgeted Ugx 357,141,000(LG Approved Budget 20201/22) and Ugx288,295,090 was spent (LG draft Financial statements for the year 2021/22 page 14).	0
	Maximum score is 4			
4	Evidence that the LG has carried out Environmental,	a. If the LG has carried out	There was evidence that Kayunga DLG carried out Environmental,	4

Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

Maximum score is 12

Environmental, Social and Climate Change screening, score 4 or else 0

Social and Climate Change screening prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant. There were nine projects implemented under DDEG. Of these, five required environmental screening whereas four did not require environmental screening (provision of furniture, supply of assorted medical equipment and equipping laboratory with equipment). Those that required screening were screened as follows:

1) Phased completion of District Headquarter Block. The Screening Form was dated 30/11/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.

2) Rehabilitation of classroom block at Gayaza Primary School. The Screening Form was dated 13/06/2022 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer;

3) Rehabilitation of Kayonza primary school. The Screening Form was dated 16/11/2021 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer;

4) Rehabilitation of borehole at Nkuutu-Sokoso. The Screening Form was dated 04/01/2022 and was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer; and

5) Maternity ward construction at Kangulumira HCIV. The Screening Form was dated 20/12/2021 and

was signed by Musaazi Patrick, Senior Environmental Officer and Nandauwa Eva, Senior Labour and Industrial Relations Officer.

4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),</p> <p>score 4 or 0</p>	<p>There was no project under DDEG that required Environment and Social Impact Assessments.</p>	4
4	<p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;</p> <p>score 4 or 0</p>	<p>Costing was done for Construction of Gayaza Primary School, Kangulumira HC IV and Phased completion of District Headquarter Block.</p> <p>However, no Costing was availed for Kayonza primary school and the drilled boreholes.</p>	0

Financial management and reporting

5	<p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p>	<p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p>	<p>LG had a clean audit opinion for the Financial Year 2021/22</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 status of implementation of Internal Auditor General and Auditor General audit issues for the year 2020/21 on 26 April 2022 to PS/ST, after the February 2022 deadline.</p>	0
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 an annual performance contract of 2022/23 on 17August 2022 before the deadline of August 31st, 2022.</p>	4

8	Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year	If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,	The LG submitted the Annual Performance Report for the year 2021/22 on 26/8/2022 before the deadline of August 31, 2022.	4
	maximum score 4 or else 0	score 4 or else 0.		
9	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	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,	The LG did submit all the quarterly budget Performance Reports for the year 2021/22 by the deadline of August 31,2022: Q1 was submitted on 10/11/2021 ; Q2 was submitted on 5/3/2022; Q3 was submitted on 13/5/2022 ; and Q4 was submitted on 26/8/2022.	4
	Maximum score is 4	score 4 or else 0.		