



LGMSD 2022/23

Kiryandongo
District

(Vote Code: 592)

Assessment	Scores
Crosscutting Minimum Conditions	70%
Education Minimum Conditions	100%
Health Minimum Conditions	90%
Water & Environment Minimum Conditions	90%
Micro-scale Irrigation Minimum Conditions	100%
Crosscutting Performance Measures	81%
Educational Performance Measures	72%
Health Performance Measures	54%
Water & Environment Performance Measures	75%
Micro-scale Irrigation Performance Measures	61%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Service Delivery Outcomes of DDEG investments Maximum 4 points on this performance measure	• 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	The LG provided evidence that infrastructure project implemented using DDEG funding was functional and utilized as per purpose of the project. This was as procurement of assorted furniture for administration UGX. 85,711,011, (ABPR, page 38, AWP, page, 7). The furniture were being used by the staff in respective offices at the administration block and also used them during the entry and exit meetings in the Council hall on the days of assessment, 30th-31st October 2023.	4
2	N23_Service Delivery Performance Maximum 6 points on this performance measure	The average score in the overall LLG performance assessment increased from previous assessment. • By more than 5%, score 3 • 1 to 5% increase, score 2 • If no increase, score 0 NB: If the previous average score was 95% and above, Score 3 for any increase.	The LG overall LLG performance assessment for 2023 increased by 15.5% compared to LLG performance assessment for 2022. Evidence The overall score for 2023 was 58% The overall LL GPA score for 2022 was 42.5% Calculation. Overall LL GPA (2023 -2022) = 58% - 15.5% = 15.5%	3
2	N23_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	Evidence provided showed the DDEG funded investment project implemented was completed as per performance contract end of the FY 2022/2023. The project was: Procurement of assorted furniture, UGX. 85,711,011, (ABPR, page 38, AWP, page, 7) and was 100% complete	3

3	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.	LG DDEG budgeted for UGX.224, 116,807 (ABPR, page, 4) and the allocation was as follows: HLG. UGX. 85,711,011 LLGs UGX. 138,405,796 Urban Town Councils, UGX. 86,410,000 The LG spent all the UGX.85, 711,011 on assorted furniture for under Administration Department (for furnishing the newly constructed conference Hall). This was eligible according to DDEG Grant, Budget and Implementation guidelines on the item of construction, or rehabilitation and furnishing of Government offices (DDEG, page 7).	2
3	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 variations in contract price for sampled infrastructure projects for the previous financial year are all within +/-20% of the LG Engineers estimates The evidence is as below for the following sampled projects. Construction of 2 classroom block at Kizibu P/S, Engineer's estimate was UGX. 85 Million, Contract price was UGX. 83 million. Giving an absolute variance of - 2, 000, 000.00 and therefore a percentage variance of -2% Construction of 5 stance pit latrine at Jeeja P/S, Engineer's estimate was UGX. 25 million, Contract price was 24, 980, 080.00 Giving an absolute variance of - 19,920.00 and therefore a percentage variance of ---0.08% Construction of 2 Classroom block at Kigumba COU P/S, Engineer's estimate was UGX. 85 million, Contract price was UGX. 86, 546, 000.00 Giving an absolute variance of +1, 546, 000.00 and therefore a percentage variance of +1.82% Renovation of Diika HC II, Engineer's estimate was, UGX. 61,162,303.00, Contract price was UGX.61, 162, 303.00 Giving an absolute variance of +2 392, 847.00 and therefore a percentage variance of +3.91% Construction of 4 Bathing shelters at Kiryandongo Hospital, Engineer's estimate was UGX. 30 million, Contract price was UGX. 29, 000, 000.00 Giving an absolute variance of UGX. -1, 000, 000.00 and therefore a percentage variance of ---0.08%	2

Performance Reporting and Performance Improvement

4	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	There was evidence that information on staffing position in the LLGs was accurate. The assessor sampled three LLGs namely Kigumba Town Council, Kigumba Sub-county and Masindi Port Sub-county and confirmed that the information provided by the PHRO on filled positions of extension workers were accurate. Masindi Port Sub-county had a total of 13 technical staff, Kigumba Town Council had 17 technical staff and 3 support staff while Kigumba sub-county had 13 staff. For example, in Kigumba Sub-County there were 2 extension workers namely Kaaye Banyumya Charles (Assistant Veterinary Officer) and Tusiime Isaac (Assistant Agriculture Officer). In Kigumba Town Council there were 2 extension staff namely Oola Denish (Assistant Veterinary Officer) and Tugume Gorret (Agriculture Officer). In Masindi Port Sub-County there were 3 extension staff namely; Sekamatte Stephen (Agriculture Officer), Kamya Ben (Veterinary Officer) and Nyero Simon Peter (Fisheries Officer)	2
4	Accuracy of reported information Maximum 4 points on this Performance Measure	b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG: • If 100 % in place: Score 2, else score 0. Note: if there are no reports produced to review: Score 0	Evidence provided was the procurement of assorted furniture UGX. 85,711,011 (ABPR, page 38), for administration which was 100% complete.	2

5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise; If there is no difference in the assessment results of the LG and national assessment in all LLGs score 4 or else 0 NB: The Source is the OPAMS Data Generated by OPM.	There was no evidence to confirm that the Kiryandongo DLG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise. The assessment team sampled four LLGs and found that the Kiryandongo DLG did not undertake credible assessment. Three out of four sampled Lower Local Governments (LLGs) exhibited a deviation within the recommended range of +/-10%, while one LLG was out of the recommended range as outlined below. 1. Kicwabugingo SC: The district internal assessment awarded a perfect score of 61%, while the national assessment team awarded a slightly higher score of 65%. This indicated a deviation of +4%. 2. Kigumba SC: The district internal assessment awarded a perfect score of 36%, while the national assessment team awarded a slightly higher score of 58%. This indicated a deviation of +22%. 3. Kiryandongo TC: The district internal assessment awarded a perfect score of 80%, while the national assessment team awarded a slightly higher score of 91%. This indicated a deviation of +11%. 4. Kiryandongo SC: The district internal assessment awarded a perfect score of 76%, while the national assessment team awarded a slightly higher score of 88%. This indicated a deviation of +12%.	0
5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results. Score: 2 or else score 0	Evidence was provided to the assessor to confirm that the district developed performance improvement plans for 30% of the lowest performing LLGs in Kiryandongo District were Mutunda sub-county - 8%, Nyamahasa sub-county - 30%, Karuma Town Council - 31% and Diima sub-county - 39%. Specific performance improvement plans were developed for each poor performing LLG. for example the PIP for Mutunda Sub-County included development of annual workplans and mapping of NGOs and CBOs operating in the sub-county	2
5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY: Score 2 or else score 0	A review of the assessment results for 2023 revealed that the 4 LLGs which were the poorest in performance in 2022 had registered significant improvement in performance which was attributed to the implementation of performance improvement plan. Mutunda sub-county scored 79%, Nyamahasa sub-county scored 44%, Karuma Town Council scored 69% and Diima sub-county scored 44%	2

6	Budgeting for and actual recruitment and deployment of staff Maximum 2 points on this Performance Measure	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. Score 2 or else score 0	Evidence that was availed to the assessor indicated that Kiryandongo DLG submitted their consolidated staffing requirements for next FY (2024/2025) later than the prescribed deadline of September 30 of the current FY. The delivery sheet revealed that the submission was received on 10th October 2023)	0
7	Performance management Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI): Score 2 or else score 0	Evidence was provided to the assessor to confirm that Kiryandongo District was tracking and analyzing staff attendance. The attendance book for the previous FY and monthly summaries of attendance analyzed as percentages department by department were availed to the assessor	2

Performance management

Maximum 5 points on this Performance Measure

i. Evidence that the LG has conducted an appraisal with the following features:

HODs have been appraised as per guidelines issued by MoPS during the previous

FY: Score 1 or else 0

Evidence that was provided revealed through performance appraisal reports that Heads of Departments were appraised by 30th of June 2023

i. The District Community Development Officer – Babanja Godfrey was appraised by CAO on 26th June 2023

ii. The Principal Internal Auditor – Biingi Elizabeth was appraised by CAO on 30th June 2023

iii. The District Production and Marketing Officer – Byenkya Issa Hassan was appraised by CAO on 27th June 2023

iv. The District Natural Resources Officer – Businge Zalfa was appraised by CAO on 30th June 2023

v. The Principal Assistant CAO – Dacan Denis was appraised by CAO on 30th June 2023

vi. The Acting District Engineer – Niyonzima Emmanuel was appraised by the CAO on 30th June 2023

vii. The District Commercial Officer – Kakumba Sam was appraised by CAO on 28th June 2023

viii. The District Planner – Balikagira Julius was appraised by CAO on 30th June 2023

ix. The CFO – Obwona Richard was appraised by CAO on 30th June 2023

x. The Principal Human Resource Officer – Murungi Violet was appraised by CAO on 27th June 2023

xi. The DHO – Dr. Mutyaba Imaan was appraised by CAO on 30th June 2023

xii. The District Water Officer – Muhumuza Samuel was appraised by CAO on 30th June 2023

Performance management

Maximum 5 points on this Performance Measure

ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:

Score 1 or else 0

Evidence was provided to show that administrative rewards and sanctions were implemented as provided for in the guidelines. The Rewards and Sanctions Committee was found to be in place and functional. Minutes of meetings were accessed by the assessor including minutes of meetings which took place on 23rd May 2023 which was attended by 6 Committee members and 4th October 2023 which was attended by 4 Committee members. Letters summoning several officers to appear before the committee as well as letters of defense and warning letters were seen by the assessor

7	Performance management Maximum 5 points on this Performance Measure	iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional. Score 1 or else 0	There was evidence that the LG had established a Consultative Committee (CC) for staff grievance redress. The CC held its first meeting on 7th of July which discussed their roles and responsibilities. The CC had 10 members including: 1. CAO 2. PHRO 3. Senior Labour Officer 4. DE) 5. DHO 6. Representative of UNATO 7. Representative of Uganda Medical Workers Association 8. Representative of Uganda Government Workers Council 9. Representative of Uganda Nurses and Midwives Council 10 Representative of Uganda Allied Health Professionals It was reported that no case had been brought before the CC by the time of the assessment.	1
8	Payroll management Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: Score 1.	No evidence was provided to the assessor to confirm that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after assumption of duty. The reason provided for not availing information was power outage and poor internet connectivity	0

Pension Payroll
management

Maximum 1 point on
this Performance
Measure or else score 0

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

Score 1.

The assessor sampled files of 6 staff who retired in the previous FY and confirmed that all of them accessed the pension payroll not later than two months after retirement as seen below:

1. Asiimwe Sarafia (Cook) retired on 2nd December 2022 and accessed the pension payroll of January 2023
2. Suleman Sunday (Education Assistant II) retired on 3rd April and accessed the pension payroll of May 2023
3. Mukasa Jonathan (Parish Chief) retired on 4th April 2023 and accessed the pension payroll of May 2023
4. Okello James Arumbe (Deputy Head Teacher) retired on 29th September 2022 and accessed the pension payroll of November 2022
5. Dixon Olanya Omot (Senior Clinical Officer) retired on 2nd August 2022 and accessed the pension payroll of September 2022
6. Oyundu B Edward (Senior Assistant Chief Administrative Officer) retired on 2nd September 2022 and accessed the pension payroll of November 2022

Management, Monitoring and Supervision of Services.

N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

The evidence availed from Kiryandongo LG showed that direct transfers of DDEG were executed in accordance with the requirements of the budget as follows:

Kiryandongo LG, FY 2022/2023 budgeted for UGX.224,116,807 (ABPR, page, 4) and allocation for

HLG was UGX. 85,711,011

LLGs, UGX.138, 405,796.

The transfers of DDEG of UGX. 138,405,796, to LLGs was as follows;

Entity Amount-	UGX.
1.Kigumba S/c	50,111,828
2. Kiryandongo S/c	39,773,557
3. Masindi Port S/c	7,827,290
4. Mutunda S/c 2	1,470,126
5. Diima S/c	3,844,599
6. Kichwabugingo S/c	3,844,599
7. Kyankende S/c	3,844,599
8. Mboira S/c	3,844,599
9. Nyamahasa S/c	3,844,599
Total	138,405,796

Urban -Town Councils, UGX. 86,410,000 (ABPR, page, 4)

Town Council	UGX.
1. Bweyale T/c	42,124,983
2. Kiryandongo T/c	12,073,428
3. Kigumba T/c	27,243,223
4. Karuma T/c	4,968,588
TOTAL	86,410,000

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery Maximum 6 points on this Performance Measure	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED). Score: 2 or else score 0	The LG did not timely warrant DDEG transfers to LLGs FY 2022/2023. Time taken; Q 1-1day Q 2-7 days Q 3-11 days The transfer of funds to LLGs after warranting exceeded 5 working days. Notification of Expenditure Limits Warranted Q 1- 01/08/2022 02/08/2022 Q 2- 08/10/2022 16/10/2022 Q 3- 28/01/2023 08/02/2023	0
10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery Maximum 6 points on this Performance Measure	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: Score 2 or else score 0	The evidence shows that the LG did not invoice and communicate all DDEG transfers to the LLGs within 5 working days in FY 2022/2023. Q 1 - No release of DDEG in Q 1 Q 2 - Cash release was on 17/10/2022, invoiced and communicated on 02/11/202, 14 days after the release. Q 3 - Cash release was on 27/01/2023, invoiced and communicated on 08/02/2023, 11 days after the release. The LG did not invoice and communicate DDEG funds 5 days after the release of funds in Q 2 and Q 3	0
11	Routine oversight and monitoring Maximum 4 points on this Performance Measure	a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines: Score 2 or else score 0	Evidence adduced indicate the LG supervised and mentored all LLGs in the Districts as per report dates below: Q1 dated 30th September 2022 Q2 dated 16th December 2022 Q3 dated 31st March 2023 Q4 dated 30th June 2023	2
11	Routine oversight and monitoring Maximum 4 points on this Performance Measure	b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective	For FY 2022/2023, the LG availed reports which showed that results and reports of support supervision and monitoring visits were discussed in the TPC by the District to make recommendations for corrective actions and follow up. The Supervision and monitoring reports were discussed in the following TPC Meetings. Q1- TPC dated 25/10/2022 under MIN, 8th	2

actions and
followed-up:

Score 2 or else
score 0

October 2022

The supervision and monitoring were in the following activities:

- Ascertain whether all LLGs had approved budgets, work plans
- Fully implemented the previous FY projects and activities approved by council in the budget
- Followed various grant guidelines in allocation of resources while budgeting
- Paid all LLG councilors, LC I & IIs their allowances
- Had raised all the procurement requisitions for capital projects.
- Had the revenue register
- Had received the quarterly releases from the district in time
- Had appraised all their staff

Q2 -TPC dated 30/01/2023 under MIN, 7th January 2023

The supervision and monitoring were in the following activities:

- On all collected planned locally raised revenue against actual for Q1
- Followed up with the procurement office on the planned projects for award
- Tendered all the revenue sources for the sub county for appraisal
- Monitored the received quarterly 1 releases on service delivery
- Monitored the implementation of planned projects for Q 1

Q3 -TPC dated 05/04/2023 under MIN, 6th April 2023

- Supervising and monitoring of the ongoing projects in the sub county
- Preparation and approval of the annual work plan for the sub county
- the budget estimates for the coming FY by 30th March 2023
- Monitored the received development grant for the Q 1 and Q 2
- Monitored quarter 1 releases from the district

Q4 -TPC dated 12/07/2023 under MIN, 9th July 2023

Supervised and monitored in the LLGs:

- Quarterly releases from the district in time
- Approved the budget estimates for the coming

FY by 31st May 2023

-Compliance with the sector guidelines in completing the budget estimates

-Shared with councilors the budget review performance report for Q 1- Q 3 FY 2022/2023.

- Submitted to the district the list of councilors for incorporation of the budget estimates at the district

-Completion of completed planned projects in time and commissioned

Investment Management

12

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 provided the assets registers which were generated from the IFMS system and were maintained up to-date by the time of assessment on 31st October 2023. The assets register was maintained according the Local Governments Financial and Accounting Manual 2007 and was printed from IFMIS system.

The assets registers included;

Land, transport equipment, Office equipment, medical equipment, Office equipment, ICT equipment, furniture and fittings roads and bridges, infrastructure power-lines

These included: description, site, plot number, block number, title number, and plot number, type, date of acquisition, cost, department section, physical location and status of date of registration for all respectful assets. The assets register report was signed by the accounting officer on 23rd August 2023 and was part of Board of survey.

2

12

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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:

Score 1 or else 0

The District provided the Board of Survey (BOS) report for FY 2021/2022 dated 21st August 2023 was signed by the committee chairperson Rashid Yawiya, with four other members: Kyawe Annet, Tingomunangi Jenifer and Tumusiime Morris. The BOS was received by the Accountant Generals' Office on 30th August, 2023. The BOS report included the following items; Cash balances and bank reconciliations; District land and buildings at headquarters and at LLGs; transport equipment; ICT equipment, office equipment; medical equipment, machinery. Management decisions made in the previous FY 2021/2022 were contained in the BOS of FY 2022/2023 that showed Assets Management decisions on recommendations and action taken (pages, 1-7).

1

12

Planning and budgeting for investments is

c. Evidence that District/Municipality

The evidence provided indicate the District had functional physical planning committee and all

2

conducted effectively
Maximum 12 points on
this Performance
Measure

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.

fully appointed of 15 members.

The Physical planner Doreen Chandiru availed the following documents for FY 2022/2023:

- a. Plans submission register which was up to date
- b. Annual work-plan for FY 2022/2023.
- c. Appointments letters dated 21st October 2020 for fourteen members and 1st November 2020 for one member on assignment.

The Physical Planning Committee Members are listed below:

- i. Dacan Denis- PACAO
- ii. Chandiru Doreen - Physical Planner
- iii. Ociba James-Assistant DHO
- iv. Dabanja Geoffrey -DCDO
- v. Busingye Zaifa - Natural Resources Officer
- vi. Mwambu Joel-Environment Officer
- vii. Niyonzima Emmanuel- District Engineer
- viii. Kigoye Yassin- Senior Lands Officer
- ix. Muhumuza Samuel - District Water Officer
- x. Candia Joseph- Civil Engineer
- xi. Manigamukama Reuben- Town Clerk, Kigumba
- xii. Tibemanya Jesse-Twon Clerk, Bweyale
- xiii. Ongii Ronny- District Staff Surveyor
- xiv. Kafuko Edith -Twon Clerk -Karuma TC
- xv. Tusabe Lydia- Twon Clerk -Kiryandongo TC.
- xvi. Kirya Edward-DEO

d. The LG submitted the four sets of minutes. They were stamped and received by MoLHUD dated as follows;

Q.1. Date of report of 8th August 2022, meeting held 6th August 2022, and discussed under, MIN. KDPPC01/2023/02. Submitted to MOLHUD on 14th September 2023.

Q -2-Date of report 13th October 2022, meeting held on 13th October 2022 and discussed under MINKDPPC02/2022/2. Submitted to MOLHUD on 14th September 2023.

Q -3-Date of report 15th March 2023 meeting held on 15th March 2023 and discussed under MINKDPPC02/2023/2. Submitted to MOLHUD on 14th September 2023.

Q-4, Date of report 17th June 2023, meeting held on 30th June 2023 and discussed under MIN. No. 02/06/2023. Submitted to MOLHUD on 14th September 2023.

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

d.For DDEG financed projects;

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

Score 2 or else score 0

The LG provided evidence that the District conducted a desk appraisal for all projects in the budget and the prioritized investments were derived from the LG Development Plan eligible for expenditure as per sector guidelines and funding source. The projects were from LG DP III, pages, 234-306. The desk appraisal was carried out on Tuesday, 18th March 2022, by the following; District Planner-Rashid Yawiya, Senior Environment Officer-Joel Mwambu, DCDO-Dabanja Geoffrey and District Engineer-Muhumuza Samuel.

The projects desk appraised were as below:

1. Renovation of Apodorwa HC II
2. Repair of the water system at Kiryandongo Hospital
3. Procurement of one Motorcycle for cold chain technician
4. Construction of a staff house at Karungu II P/S,
5. Construction of a two classroom block at Nyama P/s,
6. Construction of a 5 stance Lined VIP pit latrine at Ogengo Primary School
7. Construction of a secondary school at Kigumba Town Seed S.S
8. Periodic mechanized road maintenance of Nyinga-Akiiba Road
9. Road rehabilitation of Kigumba-Mpumwe road
10. Road rehabilitation of Tenam A- Alero Road
11. Road rehabilitation of Bweyala- Diika road
12. Periodic mechanized road maintenance of Mutunda-Kawiti-Kimogoro road
13. Deep Borehole Drilling at Kiryampungura _ angaba, Kitwara Parish Kiryandongo Sub county
14. Deep Borehole Drilling at Mulyantaama , Kitwara Parish Kiryandongo Sub county
15. Deep Borehole Drilling Okwece B Cell , Karuma Town Council
16. Procurement of assorted furniture for the conference hall at the district headquarters

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

For DDEG financed projects:

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

Score 2 or else score 0

The LG provided evidence that showed it conducted field appraisals as per report dated, 12th April 2023, to check for technical feasibility, environmental and social acceptability and customized design for investment projects. The field appraisals were carried out on Tuesday, 8th March 2022, by the following; District Planner-Rashid Yawiya, Senior Environment Officer-Joel Mwambu, DCDO-Dabanja Geoffrey and District Engineer-Muhumuza Samuel.

Field appraisals were carried out on the following projects:

The projects desk appraised were as below:

1. Renovation of Apodorwa HC II
2. Repair of the water system at Kiryandongo Hospital
3. Procurement of one Motorcycle for cold chain technician
4. Construction of a staff house at Karungu II P/S,
5. Construction of a two classroom block at Nyama P/s,
6. Construction of a 5 stance Lined VIP pit latrine at Ogengo Primary School
7. Construction of a secondary school at Kigumba Town Seed S.S
8. Periodic mechanized road maintenance of Nyinga-Akiiba Road
9. Road rehabilitation of Kigumba-Mpumwe road
10. Road rehabilitation of Tenam A- Alero Road
11. Road rehabilitation of Bweyala- Diika road
12. Periodic mechanized road maintenance of Mutunda-Kawiti-Kimogoro road
13. Deep Borehole Drilling at Kiryampungura _ angaba, Kitwara Parish Kiryandongo Sub county
14. Deep Borehole Drilling at Mulyantaama , Kitwara Parish Kiryandongo Sub county
15. Deep Borehole Drilling Okwece B Cell , Karuma Town Council
16. Procurement of assorted furniture for the conference hall at the district headquarters

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning

Evidence that project profiles with costing were developed by HODs from different departments and discussed in TPC meeting on 5th April 2023, under Min. MIN 6/4/2023 with presentation developed from LG DP III , pages,236-308 and Annual Work plans and Approved Budget Estimates under, adoption of the Projects for the FY 2023/2024.

guideline and DDEG **Health**
guidelines:

Score 1 or else
score 0.

1. Construction of 5 stance lined VIP Latrine at GASPA market Kiryandongo sub county, UGX. 19,876,000 (page, 205).
2. Construction of Maternity Ward, In-cinerator and medical waste – Panyadoli HC3, UGX.688,488,000 (page,205).
3. Construction 5 stances VIP latrines at Nyinga Primary school, UGX.21,200,000 (page, 206).
4. Construction 5 stances VIP latrines for female leaners at Kiryandongo COU Primary school, UGX. 21,942,000 (page, 206).
5. Construction 2 stances VIP latrines for female teachers at Kiryandongo COU Primary school, UGX.12,886,000 (page,206).
7. Construction 2 stances VIP latrines at Myeba Primary school, UGX.12,875,000 (page, 206).
8. Construction 5 stances VIP latrines at Katulikire Primary school, UGX.22,062,000 (page, 206).
9. Construction 5 stances VIP latrines at Kisekura Primary school, UGX.24,000,000 (page, 206).
10. Construction of 3 VIP latrines (2 stances) at Mutunda sub county, UGX.36,928,000 (page, 206)

Education

- 1.Construction of two classroom block at Kyamugenyi C.O.U, UGX.78,663,000 (page,207).
2. Construction of two classroom block Mpumwe Primary school, 66,910,000 (page,207)
3. Construction of 2 classroom blocks at Kyamugenyi BCS, UGX.66,798,000 (page,207).
4. Construction of Kigumba Seed secondary school, UGX.66,798,000 (page, 207).
- 5.Construction of 2 classroom blocks at Kigumba COU, UGX.66,598,000 (page, 207).
- 6.Construction of 2 blocks of 3 rooms each ,3 rooms VIP latrine, supply of 108 desks, 6 tables, 6 chairs and supply and installation of 10,000 liters tank at Kibanda Secondary School, UGX.456,588,000 (page,208).
- 7.Construction of 2 blocks of 3 rooms each, 3 rooms VIP latrine, supply of 108 desks, 6 tables, 6 chairs and sup-ply and installation of 10,000 liter tank at Masindi Port Primary school, UGX.449,017,000 (page,208).
- 8.Construction of a two-class room block at Kitwara P/S, UGX.75,000,000 (page, 209).
9. Construction of a two-class room block at Ndabulye P/S, UGX.65,000,000 (page,209).

Roads

1. Full Rehabilitation of Nanda – Popara Road, UGX.540,000,000 (pgae,204).

2. Construction of a bridge at Alaro-Ogwalwoo-Yabweng Swamp, UGX.1,500,000,000 (page,204).
- 3.Box Culverting at Kyankulu Swamp along Bweyale Nyamusasa Road, UGX.800,000,000 (page,204).
4. Full Rehabilitation of Labooke-Kololo Road, UGX..630,000,000 (page, 204).
5. Swamp improvement and culverting at Karuma-Okwece -Alero Road, UGX.390,000,000 (page,204).
6. Full rehabilitation of Reception Cen-tre - Magamaga FDP - Panyadoli HC 3.8km, UGX.340,672,000 (page,205).
7. Full rehabilitation of Katulikire – Panyadoli (10.6km), UGX. 560,000,000 (page,205).
8. Mechanized maintenance of Nyaka-baale – Hanga - Nkwenda road 5 Km, UGX.44,932,000 (page,205).

Water

1. Water Supply System Extension at Apodorwa, ugx.29,797,000 (page, 204).
2. Siting & drilling production well at Nyawino Rural Growth Centre (RGC), UGX.38,000,000 (apge,204).
- 3.Siting & drilling production well at Nyawino Rural Growth Centre (RGC), UGX.38,000,00 (page,209).
- 4.Feasibility study for Nanda solar powered mini piped water scheme (SPMPWS), UGX.52,000,000 (page,210).

12

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:

Score 2 or else score 0

There was evidence that the LG carried out Environmental, Social and Climate Change screening for USMID Projects done by MLHUD in the previous year. However, for current FY the previous projects are still ongoing and were already screened ie Construction of Bridge along Alaro -Ongwalwo Yabweng road (1.48km), Kololo-Laboke(11.84km), Karuma Alero swamp(0.669km) and Construction of 50m box culvert along Bweyale Nyamuswa road.

Mitigation measures included; Carrying out environmental and social screening of project interventions, land owners to have proper documentation/agreements before projects start, monitoring to ensure professional workmanship etc.

2

Procurement, contract management/execution Maximum 8 points on this Performance Measure	a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan Score 1 or else score 0	There was evidence that all infrastructure projects for current FY were incorporated in the LG approved procurement plan The assessor reviewed the approved procurement plan dated 3rd October 2023 and some of the projects are the following Some of the infrastructure projects that featured in the approved procurement plan are the following: Construction of 2 classroom block at Kizibu P/S, Engineer's estimate was UGX. 85 Million Construction of 5 stance pit latrine at Jeeja P/S, Engineer's estimate was UGX. 25 Construction of 2 Classroom block at Kigumba COU P/S, Engineer's estimate was UGX. 85 million, Construction of 2 Classroom block at Karuma P/S, Engineer's estimate was UGX. 85 million, Construction of 2 Classroom block at Nyakabale P/S, Engineer's estimate was UGX. 85 million, Construction of 2 Classroom block at Ogengo P/S, Engineer's estimate was UGX. 85 million, Construction of 2 Classroom block at Nyinga P/S, Engineer's estimate was UGX. 85 million, Construction of 5 stance pit latrine at Nyakabale P/S, Engineer's estimate was UGX. 25 Construction of 5 stance pit latrine at Kigongo P/S, Engineer's estimate was UGX. 25 Construction of 5 stance pit latrine at Kididiima P/S, Engineer's estimate was UGX. 25 Construction of 5 stance pit latrine at Mboira P/S, Engineer's estimate was UGX. 25 Construction of 2 stance pit latrine at Kiryandongo Hospital , Engineer's estimate was UGX. 15.08 million 15 Deep Borehole drilling & Installation - Engineer's estimate UG.X 424.8 million 15 Deep Borehole drilling sitting and drilling supervision Engineer's estimate UG.X 69.15 million Renovation of Diika HC II, Engineer's estimate was, UGX. 61,162,303.00 Construction of 4 bathing shelters at Kiryandongo Hospital, Engineer's estimate was UGX. 30 million,
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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 evidence that infrastructure projects for current FY were approved by contracts committee before commencement as follows:

1. Bridge along Alaro-Ongwalwo road, Kololo-Laboke road and Karume Okweche-Alero swamp - Approved through minute 005/6/CC/KDLG/2022-23 on 6th June 2023 and was awarded to M/S Tic-Lokese Enterprises
2. Micro-irrigation done by VIRAT engineering - Approved through minute 003/08/CC/KDLG/2022-23 and was awarded to M/S Virat Engineering
3. Kigumba seed school - Approved through minute 107/DEC/2021-22 on 7th March 2022 and was awarded to M/S CMD Investments at a cost of UGX. 3, 367,907, 469.00

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 Kiryadongo Local Government established Project Implementation Team (PIT) as specified in the sector guidelines. The assessor saw copy of a letter referenced CR? 207/1 dated 12th January 2023 signed by Mr.Martin Jacan Gwokto the CAO of Kiryandongo LG appointing members of PIT for all the sectors (health, education, water) and for all projects but specifying different officers as contract Manager and project manager. Eight officers were appointed (1) Dacan Denis the Principal CAO, (2) Balikagira Julius – District Planner, (3) Obwona Richard - Chief Finance Officer (4) Dabanja Geoffrey – District Community Development Officer (5) Niyonzima Emmanuel – District Engineer (6) Muhumuza Samuel – District Water Officer (7) Businge Zalfa – Senoir Environment Officer (8) Achola Jackline – Senoir Labour Officer The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer). From the District Engineers’ files it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings. Examples of attendance include the meeting on USMID-AF projects that took place on 16th November 2022 at Nyamusasa play field, Site meeting for Popara road that took place on 27th January 2023, Meeting for construction of Kigumba Town Seed School that took place on 28th September 2023. In all cases members of PIT were in attendance. Monthly progress reports seen indicated participation of PIT members. Examples include several Progress reports on construction of the seed school at Kigumba prepared by the contract manager Candia Joseph (variously dated 18th may 2023, 24th July 2023, 28th September 2023 and others) but signed off by members of the PIT
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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 all infrastructure projects implemented in all three sectors of education health, water followed standard technical designs. Projects were sampled in all three sectors and field visits were conducted to these facilities on 31st October 2023 to have physical checks if the projects complied with the standard technical designs. The projects visited were the following (1) Construction of Kigumba Seed School (2) Construction of 2 classroom block at Kigumba COU (3) Construction of 2 classroom block at Kizibu P/S During the field visits, measurements were undertaken and visual observations were made to verify compliance with technical designs. Examples of standards checked are the following: (1) size of openings (windows and doors) (2) Chalk board complete with chalk rail (3) Pin board and ensuring that the soft board is hessian cloth covered and has a frame made from hard wood (4) Ensuring that relevant splash apron and concrete ramps (with correct grades/slopes) have been provided as per drawings (5) Timber sizing for roofing and spacing of trusses (6) Window cill and ensuring that the groove is not forgotten and many other specifications. (7) For health sector construction, the emphasis is on provision of the different spaces as designed to enable proper flow of service and many other specifications as per the drawings. At these sampled projects, it was indeed concluded that the projects were fully compliant with the technical designs provided either by the engineering department or by central government agencies like MOES headquarters, MOH headquarters and from Ministry of Water
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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 the LG has verified works (certify) and initiated payments of contractors within specified timeframes as per contract and provided supervision prior to verification and certification of works Files of the following projects were reviewed to check initiation of payments certification time frame 1. Construction of a bridge along Alaro-Ongwalwo-Yabweng road implemented by TIC LOKERE enterprises 2. Construction of 50m culvert along the Bweyale Nyamusasa road implemented by PEGOSA Engineering works and Co. 3. Construction of a 2 classroom block at Nyakabale PS Evidence for timely certification is the following: For the first project Interim certificate no 001 was submitted by the contractor for payment under cover of a letter dated 5th June 2023 and this payment request was duly certified by the CAO on the same day 5th June 2023 For Bweyale-Nyamusasa road project Interim certificate no 001 was submitted by the contractor for payment under cover of a letter dated 5th June 2023 and this payment request was duly certified by the CAO on the same day 5th June 2023 For construction of a 2 classroom block at Nyakabale, interim certificate no 1 was submitted by the contractor for payment under cover of a letter dated 8th February 2023 and this payment request was duly certified by the CAO on 9th Feb. 2023 Evidence for supervision prior to certification is done in several steps. The first step of supervision prior to certification is preparation of measurement sheet by the District engineer who does so following receipt of payment request by the contractor. The engineer visits the site and assesses the work done against the quantities in the BOQ. The payments quoted above all had measurement sheets attached to them. The second step of supervision is done by the CDO and Environment Officer. The CDO and Environment officer prepare a separate report that they attach to the certificate. There is evidence that they do so after a field visit. Checking meeting dates, indicates that many fall just before submission of the certificates. Technical officers therefore supervise prior to certification in the manner described above.
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Procurement, contract management/execution

Maximum 8 points on this Performance Measure

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

Score 1 or else score 0

There was evidence the LG has verified works (certify) and initiated payments of contractors within specified timeframes as per contract.

Files of the following projects were reviewed to check initiation of payments certification time frame

1. Construction of a bridge along Alaro-Ongwalwo-Yabweng road implemented by TIC LOKERE enterprises

2. Construction of 50m culvert along the Bweyale Nyamusasa road implemented by PEGOSA Engineering works and Co.

3. Construction of a 2 classroom block at Nyakabale PS

For the first project Interim certificate no 001 dated was initiated 5th June 2023 and certified on the same day 5th June 2023

For Bweyale-Nyamusasa road project Interim certificate no 001 initiated on 5th June 2023 was certified on the same day 5th June 2023

For construction of a 2 classroom block at Nyakabale, interim certificate no 1 was initiated on 8th Feb. 2023 and certified on 9th Feb. 2023

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:

Score 1 or else 0

There was evidence that the LG had complete procurement files for each project including for health department

The following files were reviewed for their completeness as required by PPDA law.

Construction of the seed school at Kigumba. The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to CMD Investments Ltd at a cost of 3, 367, 469.00 through minute 107/DCC/2021-22 dated 7th March 2022

Construction of 2 Classroom block at Kigumba COU P/S, The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to Sekago .F Construction Ltd 86,546,000.00 through minute 008/DCC/05/KDLG/2022 dated 15th November 2022

Construction of 5 stance pit latrine at Jeeja P/S, The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to Woga Ltd at a cost of 24, 980, 080.00 through minute 008/DCC/KDLG/2021-22 dated 25th August 2022

Renovation of Diika HC II, The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to Sekago. F Construction Ltd 63, 555, 150.00 through minute 010/3/DCC/KDLG/2022 dated 25th August 2022

Construction of 2 stance VIP at Kiryandongo Hospital, The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to Contr. Teb-Technical Services at a cost of 15 Million through minute 014/07/KDLG/2022.

The assessor looked through these files against a checklist and established that they have been constituted as required by PPDA law

Environment and Social Safeguards

14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant. Score: 2 or else score 0	There was Evidence that the District had 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. Example; Letter showing appointment as focal person of the District Grievance committee (Mr Dibaya Geofrey-CDO dated 4/4/2021 signed by CAO (Ochengel Ismael), The 9 committee membership include as per designation; PACAO, DCDO, DNRO, PPO, DHO, CFO, DEO, DE and SLO dated 4/6/2021 signed by CAO	2
14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices. If so: Score 2 or else 0	The LG had specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action. Example; There was evidence of a grievance log book detailing Name, sex Reg No/, sch/institution, contact, complaint, response comments. This log book had registered one, Arinaitwe David on 2/12/2022 who reported theft of a solar panel at school the case was summoned to Police for further action. Report on training of district and subcounty staff in the conference hall on Grievance Redress Mechanisms (GRC) on 29/3/2023. In total 33 participants were in attendance. Issues discussed include procedures of reporting complaints, agreed actions. Report prepared by SCDO (Grievance coordinator) on 29/3/2023	2
14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress. If so: Score 1 or else 0	The District had publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress This information was publicized on the district notice boards of Kiryandongo DHQ showing a referral pathway. on how to address grievances in the district. The referral pathway includes complaint from individual / community- GRC Registration- GRC committee- Complaints resolution and acknowledgement and then Resolved complaint. Compiled by DCDO (Dabanja Geofrey) stamped and dated 1/7/2023.	1

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0	The evidence that was provided indicated environment, social and climate change interventions were integrated into, LG development plans, AWP and budgets. LG DP III developed from; environment interventions, section, 2.6, page, 26; section, 5.2.1, page, 180); Social interventions, sections, 1.25, page, 20, section, 2.4.4, page, 59, section, 2.5.1, page, 61: climate change interventions, page, 180 and 121, section, 5.2.1, page 61. AWP-environment interventions- page, 12; social interventions- pages, 13, 14 and 15; climate interventions, page, 12. Approved Annual Budget Estimates; environment interventions-page, 60; social interventions-pages, 63,64,65,66 and 67; climate interventions-pages,60,61 and 62. Sample projects were. 1. Environment, Social and Climate change interventions integrated in the District at UGX. 4,051,314,000 (LG DP III, page 4). 2. Environment Impact Assessment for Capital Works .UGX. 24,984,000 (Dissemination letter dated 26th July 2022 signed by CAO).	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management score 1 or else 0	The LG disseminated to LLGs the enhanced DDEG guidelines that strengthened and included, environment, climate change mitigation and adaptation and social risk management. This is in reference to the, Dissemination letter dated 30th October 2022 to the Senior Assistant Town Clerks, SACAOs, Heads of Departments and District Executive committee members on file. The activities included; Objectives; • To disseminate new guidelines on DDEG 2022/2023 and unconditional Grant Guidelines. • Changes in internal assessment guidelines on DDEG. • Planning for Parish Development Model at LLGs. • To guide LLGs on project DDEG selection for projects for FY • To have all LLGs plans/budgets for 2022/2023 to follow DDEG guidelines. DDEG guidelines were disseminated to LLGs through an extended TPC on as per distribution sheet which was seen during the assessment. The guidelines were signed for by the recipients who included S/C chiefs and Town Clerks.	1

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation): c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary: score 3 or else score 0	There was evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for USMID infrastructure projects of the previous FY example; Construction of 50m box culvert along Bweyale-Nyamuswa road The ESMP was prepared and costed at 323,000,000UGX. In the BOQ Item (25.0) pitching, stonework and protection against erosion costed 372,840,000UGX	3
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change. Score 3 or else score 0	There was no evidence in the LG to show projects with costing of the additional impact from climate change for the previous FY by the time of assessment	0
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	The LG had proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.) without any encumbrances for the previous FY by the time of assessment for USMID projects. Which include; Voluntary land contribution forms. Land owner-Odoch George in Kigumba, Kiryandogo SC, Signed by LCI Chairman (Mr Kyame Moses) Nakibete village Kigumba SC in the presence of LCIII Chairman (Ullama Isaac Museveni) stamp and signature dated 21/9/2023 Consent Voluntary land contribution forms. Land owner-Katusabe Edith in Nyakibete 1 village, Kiryandogo SC, Signed by LCI Chairman (Mr Kyame Moses) Nakibete village, Kigumba SC in the presence of LCIII Chairman (Ullama Isaac Museveni) stamp and signature dated 21/9/2023	1

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 evidence that Environmental officer and CDO conducted support supervision and monitoring for health, education and water projects. Monthly reports were done. Examples include; Monthly Report for compliance on Construction of 5 stance VIP Latrine at Jeeja PS Monitoring report dated 24/02/2023 signed by CDO and Environment officer. Monthly Report for compliance on Construction of Kigumba seed secondary school. Monitoring report dated 18/5/2023, 06/21/2023 and 20/3/2023 signed by CDO and Environment officer. Monthly Report for compliance on Construction of water projects for May and June. Monitoring report dated 2/06/2023 signed by CDO and Environment officer. Compliance issues included; sites established, safety of workers, presence of project instruments etc.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0	There was evidence that LG had E&S compliance Certification forms completed and signed by Environmental Officer and CDO. examples include; Construction of 5 stance VIP latrine block(girls)at Jeeja PS. Substantial completion payment certificate dated 20/2/2022.Amount paid was 23,563,534UGX. signed by CDO and Environment officer on 24/02/2023 and 27/02/2023 respectively. Environmental and social certification Cert No 015/SFG/2023-2024 signed on 12/05/2023 by Environment officer and DCDO Construction of 2 classroom block at Kizibu COU PS. Cert No 010/SFG/2022-2023. Environmental and social certification signed on 6/02/2023 by Environment officer and DCDO	1

Financial management

16	LG makes monthly Bank reconciliations Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment: Score 2 or else score 0	The LG monthly bank reconciliations were to-date at time of the assessment on 30th and 31st October 2023. The three sampled bank accounts were as follows; 1. Kiryandongo DLG,-Revenue a/c. Bank of Uganda a/c. no. 005920168000000, -UGX. 0. 2. Kiryandongo, DLG Youth Livelihood, PostBank Uganda Limited, a/c. 163004500070, UGX. 3,984,726 3. Kiryandongo DLG UWEP RECOVERY A/C, Stanbci Bank Uganda Limited a/c. no.9030015248474, UGX. 6,749,212.	2
17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY. Score 2 or else score 0	Evidence showed the LG produced all the four quarterly internal audit reports for FY 2022/2023. They were provided by Internal Auditor Biingi Elizabeth Preparation dates were as follows: Q 1- 10th February 2023 Q 2 -22nd June 2023 Q 3- 25th September 2023 Q 4 -23th October 2023	2
17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	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. Score 1 or else score 0	Evidence provided showed the LG did not provide information on all the four quarterly reports to the Council and LC V and the Chairperson LG PAC on the status of implementation of internal audit findings for the FY 2022/2023. The status of the four quarterly internal audit reports submission to LG PAC was as below. Q 1- report dated 25/01/2023 was received on 10/02/2023 Q 2- report dated 30/05/2023 was received on 22/06/2023 Q 3- report dated 20/07/2023 was received on 25/09/2023 Q 4- report dated 23/10/2023 was not submitted The LG submitted Q 1, Q 2 and Q 3 internal audit reports to LC V and Chairman LG PAC but had not submitted Q 4 by the date of assessment on 31st October 2023.	0

17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up: Score 1 or else score 0	There was no evidence that the internal audit reports for FY 2022/23 for Quarter 1, Quarter 2 and Quarter 3 were submitted to CAO, LGPAC and RDC/LCV Chair through the Registry on the following dates. Quarter 1 - report dated 25th January 2023 was submitted to LGPAC on 10th February 2023. The report was discussed by LG PAC on 29th June 2023 under MIN.NO.51/KDLG/COUNCIL/JUNE/2023 page, 4. Quarter 2 - report dated 30th May 2023 was submitted to LGPAC on 22nd June 2023. The report was not discussed by LG PAC. Quarter 3 - report dated 20th July 2023 was submitted to LGPAC on 25th September 2023. The report was not discussed by LG PAC. Quarter 4 - report dated 23rd October 2023 was not submitted to LGPAC. For FY 2022/2023, evidence provided showed only Quarter 1 was submitted to LG PAC and discussed. However, Quarter 2 and Quarter 3 were submitted to LG PAC but were not reviewed and no follow-up was made. Quarter 4 had not submitted to LG PAC by the date of assessment on 31st October 2023.	0
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Local Revenues

18	LG has collected local revenues as per budget (collection ratio) Maximum 2 points on this performance measure	a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.	Actual Revenue collected in FY 2022/23 was UGX. 750,359,441 (Final accounts, FY 2022/2023, page, 41) against the planned of UGX. 1,539,235,635 (Final accounts, page, 41). The difference between actual and planned was UGX. 788,576,194. This was 51.3%, not within the range of 10%.	0
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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)

Maximum 2 points on this Performance Measure.

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

- If more than 10 %: score 2.

- If the increase is from 5% -10 %: score 1.

- If the increase is less than 5 %: score 0.

The actual OSR for the FY 2022/23 (Final accounts 2022/2023, page, 26) was UGX. 750,359,441 and actual for 2021/2022 was UGX. 372,996,714 (Final accounts, 2022/2023, page, 26). This was an increase of UGX. 377,362,727, which was 101% more than 10%

Local revenue administration, allocation, and transparency

Maximum 2 points on this performance measure.

a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0

The LG remitted the mandatory LLG share of total local revenues during the FY 2022/2023.

Kiryandongo DLG financial records, for FY 2022/23 collected, UGX. 60,929,909 of shareable revenue (Final accounts, 2022/2023, page,41).

Entity Amount-	UGX
LG	5,242,212
LLGs	29,135,788
Urban TCs	26,551,909
Total	60,929,909

LLG	AMOUNT-UGX.
1. Kiryandongo S/c	12,000,000
2. Masindi Port S/c	2,970,500
3. Mutunda S/c	2,096,250
4. Kichwabugingo S/c	7,400,000
5. Mboira S/c	1,896,538
6. Nyamahasa S/c	2,772,250
Total	29,135,788

Town Council Amount -	UGX
1 Bweyale T/C	5,210,000
2. Kiryandongo T/C	8,000,000
3. Kigumba T/c	10,901,909
4. Karuma T/c	2,440,000
Total	26,991,909

The LG remitted all the mandatory LLGs share of the local revenue for FY 2022/2023. The percentage released to the LLGs was 85% more than 65% of the local revenue (29,135,788/34,378,080)

Transparency and Accountability

21	LG shares information with citizens Maximum 6 points on this Performance Measure	a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0	There was evidence the procurement plan and the amounts of awarded contracts are published. All the files reviewed had dates and periods of display. Some of these displays could still be seen on notice board. Dates of display for three projects as seen on the files are as follows: Construction of Kizibu classroom block whose contract was awarded to M/S Kambugu R Construction Co. Ltd at contract sum of UGX. 83 Million through the minute 003/05/CC/KDLG/2022-23 was displayed on 17th November 2022 Renovation of Diika health centre that was awarded to M/S S Sekago . F. Construction at contract sum of UGX. 63, 555, 150.00 through minute 013/07/CC/KDLG/2022-23 was displayed on 20th January 2023 Drilling and installation of 5 boreholes was awarded to M/S KLR UG Ltd at a contract sum of UGX. 133, 570, 395.00 through minute 04/04/CC/KDLG/2022-23 and the display was done on 10th October 2022.	2
21	LG shares information with citizens Maximum 6 points on this Performance Measure	b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0	The LG ranked 84th with a score of 49%, FY 2021/2022. Scores in percentage by sector were: Cross-cutting 41 Education 56 Health 65 Water 36 Dissemination of performance assessment results done on 12th September 2023 on Notice Board and Website www.kiryandongo	2

LG shares information with citizens

Maximum 6 points on this Performance Measure

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

The LG conducted discussions with the public to provide feed-back on status of activity implementation.

The LG held quarterly barazas at the District Headquarters on the following dates:

Q1- 5th October 2022

Q2- 5th January 2023

Q3 -5th April 2023

Q4 -5th July 2023

The barazas were held on Radio Talk shows reports:

Conducted in the radios of:

1. Kibanda FM,
2. Kiryandongo FM and
3. VCC FM.

Radio Talk shows schedule for 3rd quarter dated February 2nd 2023 by Communication Officer.

Some topical issues discussed included status on implementation of projects implemented during the FY 2022/2023 and resource envelope and projects and activities to be implemented in the next FY 2023/2024.

The programmes were conducted by; District Chairperson, CAO, Deputy CAO, RDC and HODs.

The feed-back are on the following projects;

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

-Immunization of killer diseases.

-Feedback on Parish Developemnt Model Projects.

-Mindset change

-Operation Wealth Creation.

-Sources of water construction and environmental management

-Road construction and maintenance of roads.

-Project implementation for FY 2023/2024

-Encroachment on wetlands and water public dams.

21	LG shares information with citizens Maximum 6 points on this Performance Measure	d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0	The LG publicly avail information on, tax rates, collection procedures, and procedures for appeal as per evidence of circulars signed by the CAO, Martin Jacan Gwokto dated 30th October 2022. These were on livestock market charges, animal movement permit loading fees, health and medical services, hotels and lodges, garages and workshops, educational institutions businesses, trading licenses, ground rent, security guard businesses, recreation and entertainment centers, liquor licenses, building plan inspection fees, slaughter fees, loitering fees, operational license, rental tax for commercial buildings and local service tax. It was also seen on the noticeboard by the assessor on 30th and 31st October 2023.	1
22	Reporting to IGG Maximum 1 point on this Performance Measure	a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0	The LG prepared cases on corruption as confirmed by Clerk to Council Mosrris Tusiime. The list of cases of alleged fraud and corruption were reported to IGG and action was taken as follows: 1. Ms. Candia Joseph on false verification on release of MAAIF funds to KFCS. 2. Ms. Nalubega Ssansa Mwajuma, Ag. Town Clerk Bweyale T/C involved in fraudulent acts of funds and was dismissed. 3. James Onapa, DRDIP and Project Manager, Emmanuel Niyonzima failed to supervise installation of open and inbuilt shelves as well as engraving furniture. They were cautioned and seriously reprimanded. 4. Ms. Edith Kafuko, Town Clerk Karuma: Jackson Baogonza Senior Finance Officer, Kigumba Twon Council and Edward Vincet Amanyanya Inspector Kiyandongo District. Action was taken and Individual letters were written to them and they refunded the funds they had acquired fraudulently. However, there were no minutes provided that showed, the fraud was discussed by Council.	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Learning Outcomes: The LG has improved PLE and USE pass rates. Maximum 7 points on this performance measure	a) The LG PLE pass rate has improved between the previous school year but one and the previous year • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0	PLE 2020: Div. 1 - 390; Div. 2 - 2714; Div. 3 - 1366 [Total - 4478]; Total Candidates: 5765 - 48 Absentees = 5717. Giving a pass rate of 77.8%. PLE 2022: Div. 1 - 518; Div. 2 - 2746; Div. 3 - 1335 [Total - 4599]; Total Candidates: 6117 - 103 Absentees = 6014. Giving a pass rate of 76.5%. NB. District figures for total candidates and absentees [6115 and 101 respectively] were not tallying with UNEB figures [6117 and 103 respectively] and I used UNEB figures to calculate the pass rate. Decrease in pass rate at 1.3%. Source: Records in DEO's office and UNEB PLE stat Results 2020 and 2022.	0
1	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	UCE 2020: Div. 1 - 211; Div. 2 - 537; Div. 3 - 605 [Total - 1353]; Total candidates: 2130 - 19 Absentees = 2111. Giving a pass rate of 64.1%. NB. District figures for total candidates and absentees [2126 and 15 respectively] were not tallying with UNEB figures [2130 and 19 respectively] and I used UNEB figures to calculate pass rate. UCE 2022: Div. 1 - 238; Div. 2 - 589; Div. 3 - 652 [Total - 1479]; Total candidates: 2231 - 30 Absentees = 2201. Giving a pass rate of 67.2%. Increase in pass rate at 3.1%. Source: Records in DEO's office and UNEB UCE stat Results 2020 and 2022.	2
2	N23_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 • By more than 5%, score 2 • Between 1 and 5%, score 1 • No Improvement, score 0 NB: If the previous average score was 95% and above, Score 2 for any increase.	The average performance score for Education LLG in 13 LLGs for 2022 was 6.3/10 [63%] and for 2023 was 5.8/10 [58%] which indicated a deviation of -5% points in performance. Source: LLG Performance Reports of 2022 and 2023.	0

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

Basing on:

1. Voucher No. 6429788 dated
03/07/2023, to Cindy General Contractors
of UGX. 35,156, 000/= in respect of
supplying 187 desks to Nanda, Dyanga,
Nyiga, Ogenga, and Kiryandongo CoU
Primary Schools.

2. Voucher No. 3782407 dated
17/03/2023, to Kambugu R. Construction
Co. Ltd of UGX. 27,469,908/= in respect
of constructing a 2-classroom block at
Kzibu CoU P/S.

3. Voucher No. 4978633 dated
18/05/2023, to Ssekago F. Construction
Ltd. of UGX. 31,968, 588/= in respect of a
2-classroom block at Kigumba CoU P/S.

The education development grant was
spent on eligible activities as per
guidelines.

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

Maximum 8 points on
this performance
measure

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

The DEO, District Engineer, DCDO and
Senior Environment Officer certified
works on Education construction projects
in FY 2022/2023 before the LG made
payments to the contractors.

The projects were as follows;

1. Construction of two classroom block at
Nyakabale P/S, by Strackon Limited.
Procurement Number.
KIRY/592/WRKS/22-23/00084 LOT 4.
Requisition for funds on 13/6/2023.
Certified works on 13/6/2023 and paid on
28/6/2023 by EFT. 6423866, UGX.
45,890,263.

2. Construction of two classroom block at
Karuma P/S, by ARID Developers.
Procurement Number,
KIRY/592/WRKS/22-23/00084 LOT 2.
Requisition for funds on 14/6/2023.
Certified works on 13/6/2023 and paid on
28/6/2023 by EFT. 6423866, UGX.
45,890,263

3. Construction of Five stance latrine at
mboira SS. Procurement Number
KIRY/592/WRKS/22-23/00086 LOT 4, by
Lubra Contractors Ltd. Requisition for
funds on 02/6/2023 . Certified works on
14/6/2023 and paid on 28/6/2023 by EFT.
643306, UGX. 22,141,873.

3	Investment Performance: The LG has managed education projects as per guidelines Maximum 8 points on this performance measure	c) If the variations in the contract price are within +/- 20% of the MoWT estimates score 2 or else score 0	2 There was evidence that the variations in contract price for sampled education projects are all within +/-20% of the LG Engineers estimates The evidence is as below for the following sampled projects. Construction of 2 classroom block at Kizibu P/S. Engineer's estimate was UGX. 85 Million, Contract price was UGX. 83 million. Giving an absolute variance of - 2, 000, 000.00 and therefore a percentage variance of -2% Construction of 5 stance pit latrine at Jeeja P/S. Engineer's estimate was UGX. 25 Million, Contract price was UGX. 24, 980, 080.00 million. Giving an absolute variance of - 19, 920.00 and therefore a percentage variance of -0.08% Construction of 2 Classroom block at Kigumba COU P/S. Engineer's estimate was UGX. 85 Million, Contract price was UGX. 83 million. Giving an absolute variance of - 2, 000, 000.00 and therefore a percentage variance of -2%
3	Investment Performance: The LG has managed education projects as per guidelines Maximum 8 points on this performance measure	d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY • If 100% score 2 • Between 80 - 99% score 1 • Below 80% score 0	1 There was evidence that the Kigumba Town Council seed school construction is being implemented as per approved work plan. The project started last financial year and is still ongoing. Project commencement date was 20th March 2023 and is scheduled to be completed in 18 months' time on 20th September 2024. The project is planned to run across three F/Ys as follows. 20th March 2023 to 30th June 2023 in F/Y 2022/23, to continue from 1st July 2023 to 30 June 2024 in F/Y 2023/24 and finally from 1st July 2024 to 20th September 2024 in F/Y 2024/25 All records on the project file clearly indicate that implementation is as per approved work plan. To date about 80% of the work is complete This is evidenced by the signed contract by CMD Investments LTD and progress reports on the project file seen by the assessor.

4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards Maximum 6 points on this performance measure	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines • If 100%: score 3 • If 80 - 99%: score 2 • If 70 - 79% score: 1 • Below 70% score 0	According to information obtained from the Principal Human Resources Officer the staff ceiling for primary school teachers in Kiryandongo district is 890. The number of primary school teachers filled is 882 which is 99%	2
4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards Maximum 6 points on this performance measure	b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines, • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0	The 76 primary schools [100%] and 07 secondary schools [100%] in the district had the basic requirements and minimum standards as per DES Guidelines. Source: School Assets Register Soft copy whose last entry date was 30/06/2023.	3

Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance. Maximum 4 points on this performance measure	a) Evidence that the LG has accurately reported on teachers and where they are deployed. • If the accuracy of information is 100% score 2 • Else score: 0	Basing on the Consolidated Staff List as of July 2023 and dated 12/07/2023; the Staff List on PBS [2022/2023] and the Staff Lists found in Schools [Kizibu Junior, Kididima, and Kigumba CoU Primary Schools] sampled and visited, the names e.g., Debwa Charles, Ogavu Charles and Alinda Charles [Kizibu Junior P/S]; Oluju Charles, Kyalisiima Dinah, and Onek Alice [Kididima P/S]; and Basemera Doreen, Tumusiime Florence and Birungi Dorcus [Kigumba CoU P/S] of teachers and the other names of teachers on the entire staff Lists were in tandem.	2
5	Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance. Maximum 4 points on this performance measure	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 District Schools Assets Register [soft copy] whose last entry date was 30/06/2023 and the Schools' Assets Registers found in primary schools [Kizibu Junior, Kididima, and Kigumba CoU] sampled and visited were talking to each other and the infrastructure and equipment [clasrooms, toilets, textbooks, clocks, desks, chairs, tables, among others] were in place.	2

6	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	All the 76 [100%] schools had submitted their budgets and school reports by 30th January. The expenditure reports and reconciled cash flow statements were submitted termly as per releases using Format 1 as guidelines dictate and acknowledgement letters issued. Basing on the 3 schools [Kizibu Junior, Kididima, and Kigumba CoU] sampled and visited the budgets and acknowledgement letters were found dated 19/12/2022 & 16/01/2023; 20/12/2022 & 12/06/2023 and 19/01/2023 & 14/04/2023 respectively. Headteachers and SMC chairmen had signed the documents.	4
6	School compliance and performance improvement: Maximum 12 points on this performance measure	b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations: • If 50% score: 4 • Between 30– 49% score: 2 • Below 30% score 0	The inspection reports of Term III/2022 and Term I/2023 had no evidence of support given to the schools to develop SIPs. However, all the schools 76 [100%] had submitted SIPs as a requirement by the DEO's office with ranging periods from 2023 to 2025. This was further evidenced at the 3 primary schools [Kizibu Junior, Kididima, and Kigumba CoU] sampled and visited that had SIPs in place signed by the headteachers and Chairmen SMCs.	4
6	School compliance and performance improvement: Maximum 12 points on this performance measure	c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year: • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0	Basing on an undated document "Enrolment and Staffing in Schools as at October 2023", PBS data, approved Budget Estimates for FY 2023/2024 and OTIMS data provided by MoES, the LG had all the 76 schools and an enrolment of 73124 submitted. However, the LG figure was slightly lower compared to MoES figure of 75891 provided.	4

Human Resource Management and Development

7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision Maximum 8 points on this performance measure	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: Score 4 or else, score: 0	Basing on the Approved Budget Estimates FY 2023/2024 on 26/05/2023 and PBS data and staff list dated 12/07/2023, the LG budgeted for all the 76 schools with a minimum of 8 teachers per school headteacher inclusive as per staffing norms dictates.	4
7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision Maximum 8 points on this performance measure	b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY, Score 3 else score: 0	Teachers indicated in the district consolidated staff list as of July 2023, dated 12/07/2023 were the same teachers found on the staff lists of the 3 schools [Kizibu Junior, Kididima, and Kigumba CoU] sampled and visited. Names such as, Debwa Charles, Ogavu Charles, Alinda Caroline, and others [at Kizibu Junior]; Oluju Charles, Kyalisiima Dinah, Onek Alice, and others [at Kididima]; Basemera Doreen, Tumusiime Florence, Birungi Dorcus, and others [at Kigumba CoU] were on the staff lists and were physically present at the schools on the day of the visit.	3
7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision Maximum 8 points on this performance measure	c) If teacher deployment data has been disseminated or publicized on LG and or school notice board, score: 1 else, score: 0	The district education department notice board had similar information with staff lists I found on notice boards at the 3 primary schools [Kizibu Junior, Kididima, and Kigumba CoU] I sampled and visited. The names e.g., Debwa Charles, Ogavu Charles and Alinda Charles [Kizibu Junior P/S]; Oluju Charles, Kyalisiima Dinah, and Onek Alice [Kididima P/S]; and Basemera Doreen, Tumusiime Florence and Birungi Dorcus [Kigumba CoU P/S] of teachers and the other names of teachers on the entire staff lists were displayed.	1
8	Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps. Maximum 8 points on this performance measure	a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copt to DEO/MEO Score: 2 or else, score: 0	The assessor sampled 10 files out of 76 primary school head teachers and found out that not all primary school head teachers were appraised by 31st December as per guidelines from Ministry of Public Service. 1. Agina Abubakar (Head Teacher of Alaroting Primary school) was appraised by Senior Assistant Chief Administrative Officer on 16th December 2022 and the appraisal was countersigned by the DEO on 10th January 2023 2. Ekwang Leo Benedicto (Head Teacher of Alero Primary School) was appraised by the Senior Assistant Chief	0

Administrative Officer on 9th January 2023 and the appraisal was countersigned by the DEO on 10th January 2023

3. Lokisyepe W Godfrey (Head Teacher Arnold Primary School) was appraised by the Town Clerk on 23rd February 2023 and his appraisal was countersigned by the DEO on 10th April 2023

4. Etyang Okwaroi (Head Teacher Bidong Primary School) was appraised by the Town Clerk on 23rd February 2023. The date of the endorsement by the DEO was not clear.

5. Kitembo Richard (Head Teacher Bunyama Primary School) was appraised by the Senior Assistant Chief Administrative Officer on 29th December 2022 and the appraisal was countersigned by the DEO on 10th January 2023

6. Barungi Pelegreen (Head Teacher Bweyale COU Primary School) was appraised by the Town Clerk on 5th December 2022 and his appraisal was countersigned by the DEO on 10th January 2023

7. Akello Lucy Rebecca (Head Teacher of Bweyale Public School) was appraised by the Town Clerk on 25th February 2023 and his appraisal was countersigned by the DEO on 10th January 2023

8. Kabajaguzi Victoria (Head Teacher Canrom Primary school) was appraised by the Town Clerk on 23rd February 2023 and his appraisal was countersigned by the DEO on 10th January 2023

9. Baguma Jackson (Head Teacher Comboni Parents Primary school) was appraised by the Town Clerk on 4th January 2023 and his appraisal was countersigned by the DEO on 10th January 2023

10. Odoki Jenaro (Head Teacher Diika Primary School) was appraised by the Senior Assistant Chief Administrative Officer on 12th December 2022 and his appraisal was countersigned by the DEO on 10th January 2023

8	Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps. Maximum 8 points on this performance measure	b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM Score: 2 or else, score: 0	Performance reports for all secondary school head teachers were not availed to the assessor.	0
8	Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps. Maximum 8 points on this performance measure	c) If all staff in the LG Education department have been appraised against their performance plans score: 2. Else, score: 0	Not all staff in the Education Department were appraised as per guidelines from Ministry of Public Service. The following staff from the Education department staff were not appraised against their performance plans in the previous FY: 1. Appraisal report for Katusabe Johnson (Inspector of Schools) was not availed to the assessor 2. Appraisal Report for Ojja Patrick (Inspector of Schools) was not availed to the assessor	0
8	Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps. Maximum 8 points on this performance measure	d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level, score: 2 Else, score: 0	An undated, unstamped though signed and not on a headed paper, was available but difficult to ascertain its authenticity.	0

Management, Monitoring and Supervision of Services.

9	Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines. Maximum 8 points on this performance measure	a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually. If 100% compliance, score:2 or else, score: 0	According to PBS data, Approved Budget Estimates 2023/2024 and OTIMS data provided by MoES, and the letter dated 21/10/2022 sent by CAO to PS/MoES and received on 24/10/2022, the LG submitted 76 UPE [with a total enrolment of 75891] and 07 USE schools [with a total enrolment of 402 learners] and had similar number of lists of schools, enrolment figures, and budget allocations.	2
9	Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines. Maximum 8 points on this performance measure	b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines. If 100% compliance, score:2 else, score: 0	Basing on Approved Budget Estimates FY 2022/2023 on 26/05/2022 and the Inspection and Monitoring Workplan 2022/2023 the activities carried out were in tandem with the sector guidelines.	2
9	Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines. Maximum 8 points on this performance measure	c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters If 100% compliance, score: 2 else score: 0	A review of PBS timestamps from MoFPED of LG warrant submissions for school capitation grants revealed that the LG in FY 2022/2023 warranted more than 5 working days (i.e, Q, 1 and Q 3) after the cash limits for LG were uploaded in the PBS by MoFPED. Q 1- FY 2022/2023, cash limit uploaded on 17/07/2022, LG warranted on 01/08/2022, i.e, after 13 working days Q 3 - FY 2022/2023, cash limit uploaded on 10/01/2023, LG warranted on 16/10/2022,i.e, after 6 working days Q 4 - FY 2022/2023, cash limit uploaded on 24/04/2023, LG warranted on 25/04/2023, i.e, after 1 working day	0

9	Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines. Maximum 8 points on this performance measure	d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED. If 100% compliance, score: 2 else, score: 0	Evidence shows the LG invoiced and communicated capitation releases to schools within three working days of release of MoFPED. Q 1 – Notification of cash release was on 27/07/2022, LG invoiced on 15/08/2022 and publicized on 15/08/2022. The LG publicized in 1 day after invoicing. Q 3- Notification of cash release was on 08/10/2022, LG invoiced on 08/02/2023 and publicized on 08/02/2023. The LG publicized in 1 day after invoicing. Q 4- Notification of cash release was on 16/04/2023, LG invoiced on 10/05/2023 and publicized on 10/05/2023. The LG publicized in 1 day after invoicing.	2
10	Routine oversight and monitoring Maximum 10 points on this performance measure	a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections. • If 100% compliance, score: 2, else score: 0	The Inspection Workplan for 2022/2023 dated 20/09/2022 and the meetings of 16/03/2022, 06/04/2022, 08/05/2022, 19/07/2022, 03/08/2022, 12/08/2022, whose minutes and attendance lists were available, had proof of preparation to carry out inspection and monitoring activities.	2
10	Routine oversight and monitoring Maximum 10 points on this performance measure	b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report: • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0	Term III/2022 Inspection Report received by DES on 19/06/2023 covered 73 government primary schools and 60 private primary schools a total of 143 schools out of 180 primary schools giving 79.4%. Term I/2023 Inspection Report downloaded on 05/06/2023 covered 69 primary schools [64 government and 5 private] giving 38.3%. Term II/2023, had no Inspection Report in place, giving 0%. On average in the three terms, 39.2% schools were inspected.	0

10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up, Score: 2 or else, score: 0	The departmental meeting minutes of 16/03/2023, 15/08/2023, 23/10/2023 and the inspection reports viewed in the 3 primary schools [Kizibu Junior (21/03/22 & 21/09/2023), Kididima (08/02/2023 & 11/05/2023), Kigumba CoU (11/05/2023 & 30/06/2023)] had issues raised during the inspection visits. The issues [absenteeism of both learners and teachers, overcrowded classes, inadequate planning by teachers, etc.] were reported on in the meetings and follow-ups were made.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	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	Basing on the 3 schools sampled and visited, inspection reports found left behind at Kizibu Junior were dated 16/07/2023; 23/11/22 & 21/09/2023; at Kididima were dated 08/02/2023, 30/06/2023 & 11/05/2023; and at Kigumba CoU were dated 11/05/2023, 23/11/2022 & 30/06/2023. Term 3/2022 inspection report dated 22/12/2022 was received by DES on 18/07/2023; Term 1/2023 dated 08/05/2023 was received on 18/07/2023. Term 2/2023 e-inspection report dated on 08/05/2023 13:43:20 was submitted on 10/10/2023.	2

Routine oversight and monitoring

Maximum 10 points on this performance measure

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

Evidence by Kiryandongo DLG showed the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results for FY 2022/2023.

This was from sector committee and council meetings.

Below are dates for meeting and Minute numbers:

a. 5th December 2022: Minute-5/KDLG/COMMITTEE/2022.

b. 15th December 2022: Minute-25/KDLG/COUNCIL/DECEMBER /2022.

The following were discussed:

i. Monitor the performance of schools in examinations of PLE, Ordinary and Advanced levels and get the statistics.

ii. Coordinating and supporting co-curricular activities, like music, dance and drama for representation and participation in regional and national competitions. This was due to budget constraints.

iii. Coding of Silver P/s be prepared and send to Ministry of Education and Sports

iv. Make a follow-up on stolen computers in Silver P/s.

v. Parents to ensure they support Parent Led Feeding Programme in schools.

vi. Make a follow-up to ensure Mutunda S.S.S benefits from government programme of USEP

vii. Establish why there is low enrollment in schools.

viii. Routine inspection and monitoring of development projects and schools and provide regular feedback on their developments in all schools in the District.

Mobilization of parents to attract learners

Maximum 2 points on this performance measure

Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, score: 2 or else score: 0

Radio Talk Show schedules and conducted at Kiryandongo FM and Kibanda FM for Quarter 3 2022/2023 dated 15/02/2023 and for Quarter 1 2022/2023 dated 07/07/2022 were available where mobilization of school communities was articulated.

12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	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>	There was a soft copy of the Assets Register for both 64 UPE and 06 USE schools whose last date of entry was 30/06/2023. Basing on the primary schools [Kizibu Junior, Kididima, Kigumba CoU] I sampled and visited, I found the same copies of assets registers and the infrastructure and equipment [classrooms, toilets, desks, tables, clocks, textbooks, chairs, among others] were in place.	2
12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	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>	The LG conducted desk appraisal for all sector projects in the budget and investments were obtained from the LGDP III-2019/2020 -2024/2025. The projects were appraised by; District Education Officer-Kirya Edward, Senior Planner-Rashid Yawaya, Senior Community Development Officer-Dabanja Geoffrey, District Water Officer-Muhumuza Samuel, Clerk to Council-Tumusiime Morris and Senior Environment Officer-Mwambu Joel on 7th March 2023 and 22nd March 2023. The following projects were appraised; 1. Construction of two block classroom at Kifuruta P/s, Mboira Sub-county. 2. Construction of a two classroom block at Nyama P/s at Mboira Sub-county 3. Construction of a 5 stance Lined VIP pit latrine at Ogengo Primary School 4. Construction of a secondary school at Kigumba Town Seed S.S. 5. Construction of a two classroom block at Nayakable P/s at Mboira Sub-county 6. Construction of a two-classroom block at Opok P./s. 6. Construction of a 5-stanza VIP latrine at Mboira S.S.S. 7. Construction of a 5-stanza VIP latrine at Nyakabale P/s. 8. Construction of a 5 stance Lined VIP pit latrine at Ogengo Primary School 9. Construction of a secondary school at Kigumba Town Seed S.S.	1

Planning and budgeting for investments

Maximum 4 points on this performance measure

c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0

The LG conducted a field appraisal for, technical feasibility, environmental and social acceptability and customized designs FY 2022/2023. The appraisal dates were; 12th and 13th April 2023. The projects were appraised by; District Education Officer-Kirya Edward, Senior Planner-Rashid Yawaya, Senior Community Development Officer-Dabanja Geoffrey, District Water Officer-Muhumuza Samuel, Clerk to Council-Tumusiime Morris and Senior Environment Officer-Mwambu Joe

The following projects were appraised;

1. Construction of two block classroom at Kifuruta P/s, Mboira Sub-county.
2. Construction of a two classroom block at Nyama P/s at Mboira Sub-county3.
3. Construction of a 5 stance Lined VIP pit latrine at Ogengo Primary School
4. Construction of a secondary school at Kigumba Town Seed S.S.
5. Construction of a two classroom block at Nayakable P/s at Mboira Sub-county6.
6. Construction of a two-classroom block at Opok P./s.
6. Construction of a 5-stanza VIP latrine at Mboira S.S.S.
7. Construction of a 5-stanza VIP latrine at Nyakabale P/s.
8. Construction of a 5 stance Lined VIP pit latrine at Ogengo Primary School
9. Construction of a secondary school at Kigumba Town Seed S.S.

Procurement, contract management/execution

Maximum 9 points on this performance measure

a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, *score: 1, else score: 0*

There was evidence that the education department has budgeted and ensured that the planned sector infrastructure projects have been approved and incorporated into the procurement plan

Files and the approved procurement plan as submitted by the CAO to PS MOLG dated 3rd October 2023 was reviewed and education projects are indeed featuring in this approved procurement plan. Some of the projects featuring are the following:

Construction of 2 classroom block at Kizibu P/S, Engineer's estimate was UGX. 85 Million

Construction of 5 stance pit latrine at Jeeja P/S, Engineer's estimate was UGX. 25

Construction of 2 Classroom block at Kigumba COU P/S, Engineer's estimate was UGX. 85 million,

Construction of 2 Classroom block at Karuma P/S, Engineer's estimate was UGX. 85 million,

Construction of 2 Classroom block at Nyakabale P/S, Engineer's estimate was UGX. 85 million,

Construction of 2 Classroom block at Ogengo P/S, Engineer's estimate was UGX. 85 million,

Construction of 2 Classroom block at Nyinga P/S, Engineer's estimate was UGX. 85 million,

Construction of 5 stance pit latrine at Nyakabale P/S, Engineer's estimate was UGX. 25

Construction of 5 stance pit latrine at Kigongo P/S, Engineer's estimate was UGX. 25

Construction of 5 stance pit latrine at Kididiima P/S, Engineer's estimate was UGX. 25

Construction of 5 stance pit latrine at Mboira P/S, Engineer's estimate was UGX. 25

Procurement, contract management/execution

Maximum 9 points on this performance measure

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

There was evidence that the school infrastructure projects were approved by the contracts committee.

Relevant files were reviewed and the following examples can be quoted.

The Kigumba seed school was approved by the contracts committee through minute 107/DCC/2021=22 on 7th March 2022 It was awarded to M/S CMD Ltd at a cost of 3, 367, 907, 469.00

Kigumba COU 2 classroom block was approved through minute 008/DCC/05/KDLG/2022-23 dated 15th November 2022 It was awarded to Ssekago . F Construction Ltd at a cost of 86, 546, 000.00

Jeeja PS 5 stance VIP latrine was approved through minute 0010/05/CC/KDLG/2022-23 dated 15th November 2022. It was awarded to Woga Ltd at a cost of 24, 980,,080.00

Solicitor General approval came through the letter referenced ADM/7160/01 dated 11th Nov. 2022 for the seed school.

Procurement, contract management/execution

Maximum 9 points on this performance measure

c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. *score: 1, else score: 0*

There was evidence that Kiryadongo Local Government established Project Implementation Team (PIT) for education construction projects.

From the District Engineers' files the assessor saw appointment letters for members of PIT signed by the CAO. The letter is referenced REF:CR/207/1 dated 12th January 2023. It is noted that the same reference number was used to appoint all the PIT for the other sectors.

Looking through monthly progress reports it was evident that PIT members were in attendance. Refer to Monthly progress report no 4 for construction of Kigumba Seed school. At this meeting the following staff were present Niyonzima Emmanuel – District Engineer, Candia Joseph signed as the contract Manager, Rev. Kiirya Edward DEO, Mr. Ociba James – Assistant District Health Officer, Mr. Dabanja Geoffrey CDO, and many others. Discussion were on very vital issues like quality control of building material, refer to minute 3.

The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer).

From the District Engineers' files it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings.

Monthly progress reports seen indicated attendance from all the PIT members.

All the field monitoring reports sampled had records of attendance of all PIT members.

Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all line PIT members.

Procurement, contract management/execution

Maximum 9 points on this performance measure

d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES

Score: 1, else, score: 0

There was evidence that construction of school infrastructure followed standard technical designs

Four school infrastructure projects were sampled

1. Kigumba town council seed school

2. Construction of 2 classroom block at Kizibu Primary school

3. Construction of 5 stance VIP latrine block at Jeeja Primary school

4. Construction of 2 classroom block at Kigumba COU Primary school

Field visits were conducted to these schools on 31st October 2023 to have physical checks if the projects complied with the standard technical designs.

During the field visits, measurements were undertaken and visual observations were made to verify compliance with technical designs.

At these sampled projects, it was indeed concluded that the projects were fully compliant with the technical designs provided by MOES headquarters.

Procurement, contract management/execution

Maximum 9 points on this performance measure

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

There was evidence that monthly site meetings were conducted for Kigumba Seed Secondary School construction project.

File of the project Kigumba Seed School was scrutinized for information.

Minutes of monthly site meetings indicating attendance of PIT members. Some of the minutes seen on the files are the fourth monthly progress review meeting dated 4th July 2023 and the sixth progress review meeting dated 28th September 2023. Both of these meetings were chaired by Ag. District Engineer Eng. Niyonzima Emmanuel.

Monthly progress reports. Like progress report no. 4 during which materials quality issues were raised. Following this meeting, the contract manager (Candia Joseph (GM/3098) wrote a letter dated 24th July 2023 demanding that the District Engineer takes up the quality issues and address them. The progress reports are signed by Eng. Niyonzima Emmanuel the Ag. District Engineer

Field monitoring reports made by PIT members.

Regular reports prepared by Clerk Of Works and consolidated into weekly and monthly reports.

The file had copies of project site monitoring meetings.

Procurement, contract management/execution

Maximum 9 points on this performance measure

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

There is evidence that the LG has provided supervision by key relevant technical officers for infrastructure projects.

From the District Engineers' files the assessor saw appointment letters for members of PIT signed by the CAO. The letter is referenced REF:CR/207/1 dated 12th January 2023

Looking through monthly progress reports it was evident that PIT members were in attendance. Refer to Monthly progress report no 4 for construction of Kigumba Seed school. At this meeting the following staff were present Niyonzima Emmanuel – District Engineer, Candia Joseph signed as the contract Manager, Rev. Kiirya Edward DEO, Mr. Ociba James – Assistant District Health Officer, Mr. Dabanja Geoffrey CDO, and many others. Discussion were on very vital issues like quality control of building material, refer to minute 3.

All the field monitoring reports sampled had records of attendance of all PIT members.

Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all line PIT members.

There is evidence that during critical stages of construction of infrastructure projects joint technical supervision involving engineers, environment officers CDOs (all Project Implementation Team members) were conducted.

In addition there is evidence that the CDO and Environment officer always prepare a report before payment of any certificate.

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	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>	The sector infrastructure projects were properly executed and payments to contractors were made within specified timeframes within the contract. Evidence Payment terms as per contract 30 days after a request for payment by the contractor. 1. Request for payment was made by Strackon Limited on 13/6/2023 for the Construction of two classroom block at Nyakabale PS for 45,890,263. The payment was made on 28/6/2023 by EFT No. 6423866, i.e, the payment was made 15 days after the request was made. 2. Request for payment was made by Joylint Uganda Ltd on 7/6/2023 for the Construction of two classroom block at Ogengo PS for UGX. 48,651,897. The payment was made on 28/6/2023 by EFT No. 6431639, i.e, the payment was made 21 days after the request was made. 3. Request for payment was made by Ssekago F Construction on 14/6/2023 for the Construction of two classroom block at Kigumba COU PS for UGX. 45,316,990. The payment was made on 28/6/2023 by EFT No. 6437535, i.e, the payment was made 14 days after the request was made. The contractors as sampled above were paid within the timeframe of 30 days.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	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>	There was no evidence that the education department submitted procurement plans timely by 30th April as required by the guidelines. The documents that the assessor saw were dated in June.	0

Procurement, contract management/execution

Maximum 9 points on this performance measure

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

There was evidence that the Kiryandongo LG had complete procurement files for each of the school infrastructure projects.

The assessor reviewed three files and found the following.

Construction of the seed school at Kigumba. The assessor looked through the file and found that the file contains the following (1) PP form 1 from Education Department (2) The evaluation reports that the contracts committee based the award of the contract to CMD Investments Ltd at a cost of 3, 367, 469.00 through minute 107/DCC/2021-22 dated 7th March 2022 (3) Payment requests from the contractor (4) Payment records (4) progress reports and many other documents.

Construction of 2 Classroom block at Kigumba COU P/S, The assessor looked through the file and found that the file contains the following (1) PP form 1 from Education Department (2) The evaluation reports that the contracts committee based the award of the contract to Sekago .F Construction Ltd 86,546,000.00 through minute 008/DCC/05/KDLG/2022 dated 15th November 2022 (3) Payment requests from the contractor (4) Payment records (4) progress reports and many other documents.

Construction of 5 stance pit latrine at Jeeja P/S, The assessor looked through the file and found that the file contains the following (1) PP form 1 from Education Department (2) The evaluation reports that the contracts committee based the award of the contract to Woga Ltd at a cost of 24, 980, 080.00 through minute 008/DCC/KDLG/2021-22 dated 25th August 2022 (3) Payment requests from the contractor (4) Payment records (4) progress reports and many other documents.

Environment and Social Safeguards

Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.

Maximum 3 points on this performance measure

Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0

The LG had grievances recorded, investigated, responded to and redress reported under Education. However, grievances recorded were not related to community projects but grievances from individual schools

15	Safeguards for service delivery. <i>Maximum 3 points on this performance measure</i>	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 <i>Score: 3, or else score: 0</i>	Based on the 3 primary schools [Bizibu Junior, Kididima, Kigumba CoU] I sampled and visited, there was no evidence that the environment guidelines were disseminated to schools.	0
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	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>	There was evidence in the LG to show costed ESMP safeguard requirements incorporated in the BoQs for the following education projects; • Construction of Kigumba seed school. Ref No MOES/WRKS/21-22/00559 phase 2 LOT 16. ESMP costed 456,000 UGX. In the BOQ under general matters (1) safety and health of workers measures costed 500,000UGX,	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was evidence availed by LG to show proof of land ownership for Education/school construction projects implemented in the previous year examples include; Certificate of Title for Kigumba seed secondary school-plot 695 Block 9 at Kitwaga cell, Kigumba Town council. Area 2.07 hectares LWB/KLR/932 dated 8/6/2021 signed by registrar of Titles	1

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, *score: 2, else score:0*

There was evidence that the LG had consistent monitoring and engagement of education projects throughout the contract period by CDO and Environment Officer. There were also monthly reports for supervision of the education projects

Monthly Report for compliance on Construction of 5 stance VIP Latrine at Jeeja PS Monitoring report dated 24/02/2023 signed by CDO and Environment officer.

Monthly Report for compliance on Construction of Kigumba seed secondary school Monitoring report dated 18/5/2023, 06/21/2023 and 20/3/2023 signed by CDO and Environment officer.

Corrective measures were done according to the monthly reports example; site establishment, project instruments in place, PPEs worn by workers and tool box meetings

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

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

Score: 1, else score:0

There was evidence that LG had E&S Contractor payment certificates and compliance Certification forms completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates. examples include;

Construction of 5 stance VIP latrine block(girls)at Jeeja PS. Substantial completion payment certificate dated 20/2/2022.Amount paid was 23,563,534UGX. signed by CDO and Environment officer on 24/02/2023 and 27/02/2023 respectively. Environmental and social certification Cert No 015/SFG/2023-2024 signed on 12/05/2023 by Environment officer and DCDO.

Construction of 2 classroom block at Kizibu COU PS. Cert No 010/SFG/2022-2023. Environmental and social certification signed on 6/02/2023 by Environment officer and DCDO signed by CDO

**Health
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	New_Outcome: The LG has registered higher percentage of the population accessing health care services. Maximum 2 points on this performance measure	a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries. • By 20% or more, score 2 • Less than 20%, score 0	The LG Health department registered a decrease in institutional delivery by 5.1% between FY 2021/2022 to 2022/2023. Delivery data was obtained for the FY 2021/2022 and 2022/2023 for all HC IVs and IIIs in the LG. Total deliveries for the FY 2021/2022(Old) was 11762 and FY 2022/2023(New) was 11167. Percentage change was calculated using (New-Old)/Old x100 = (11167-11762)/11762 x 100 = -5.1%	0
2	N23_Service Delivery Performance: Average score in the Health LLG performance assessment. Maximum 4 points on this performance measure	a. If the average score in Health for LLG performance assessment is: • 70% and above, score 2 • 50% - 69%, score 1 • Below 50%, score 0	Average score in health for LLG Performance 2022, Health performance was 63 2023, Health performance was 89 Implying (63-89)/89 X 100 = 29.2% hence performance below 50%	0
2	N23_Service Delivery Performance: Average score in the Health LLG performance assessment. Maximum 4 points on this performance measure	b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is: • 75% and above; score 2 • 65 - 74%; score 1 • Below 65; score 0	This indicator is NA, All LGs to score 0	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.

The LG budgeted for Health Sector Development Grant, UGX. 320,188,000 (ABPR, page, 26).

The expenditure were on the following eligible activities:

1. Electrical and plumbing for Kigumba HC III, UGX. 12,000,000 (ABPR, page, 27).
2. Construction of 5 stance lined latrine at Diima HCIII, UGX. 31,000,000
3. Construction of 5 stance lined latrine at Mutunda HCIII, UGX. 31,000,000
4. Completion of fencing at Mutunda Health centre III, UGX.22,007,000
5. Construction of 5 stance lined latrine at Kiryandongo Hospital, UGX. 15,000,000
6. Bathing shelter at Kiryandongo Hospital, UGX. 30,000,000
7. Renovation of Diika HCII UGX. 64,162,000
8. 5 stance lined latrine at Mpumwe HCII, UGX. 31,000,000
9. Procurement of a motorcycle for cold chain technician UGX. 5,000,000
10. Procurement of a laptop UGX. 5,000,000
11. Procurement of Cabinets and furniture UGX. 12,000,000
12. Monitoring and supervision, UGX. 32,019,000

The LG budgeted and spent all the health development grant for the FY 2022/2023 on eligible activities as per the health grant and budget guidelines.

/

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

Maximum 8 points on this performance measure

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

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

The payments made were as follows;

1. Construction of 2 Stance VIP (lined) Latrine with a 2 stance bathing shelter at Kiryandongo General Hospital. Procurement Number. KIRY592/WRKS/22-23/00088 by Teb Technical Services and Contractors Ltd. Requisition for funds on 12/06/2023. Certified works on 13/06/2023 and paid on 28/06/2023 by EFT. 6441409, UGX. 13,395,000.

2. Construction of 3 block of 5 stance VIP Latrine at Mpumwe H/C II, Mutunda H/C III and Diima H/C III. Procurement Number. KIRY592/WRKS/22-23/00104 by Ilai Group Ltd. Requisition for funds on 04/04/2023. Certified works on 18/04/2023 and paid on 15/06/2023 by EFT. 5879808, UGX. 31,652,887.

3. Renovation of old block at Diika H/C II. Procurement Number. KIRY592/WRKS/22-23/00087 by Ssekago F Construction Ltd. Requisition for funds on 6/06/2023. Certified works on 14/06/2023 and paid on 28/06/2023 by EFT. 6437535, UGX. 20,470,685.

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 variations in contract price for sampled health projects are within the +/-20% of the threshold.

The evidence is as below for the following sampled projects.

Renovation of Diika HC II. Engineer's estimate was UGX. 64, 162, 303.00, Contract price was UGX. 63,555,150.00. Giving an absolute variance of - 607,153.00 and therefore a percentage variance of -0.95%

Construction of 2 stance pit with a terrazzo at Kiryandongo Hospital Engineer's estimate was UGX. 15 Million, Contract price was UGX. 15,005,190.00. Giving an absolute variance of +5190.00 and therefore a percentage variance of +0.03%

Construction of 4 bathing shelter at Kiryandongo Hospital Engineer's estimate was UGX. 30 Million, Contract price was UGX. 29 million. Giving an absolute variance of - 1, 000, 000.00 and therefore a percentage variance of -3.33%

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

Maximum 8 points on this performance measure

d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY

- If 100 % Score 2
- Between 80 and 99% score 1
- less than 80 %: Score 0

There was evidence that health sector investment projects implemented in the previous financial year were completed as per work plan by end of financial year.

The health projects sampled were:

1. Renovation of Diika HCIII at a cost of UGX. 63.555 million
2. Kiryandongo Hospital bathing shelter at a cost of UGX. 15 million
3. Construction of 2 stance VIP latrine at Kiryandongo hospital at a cost of UGX. 29 million

No Health Centre upgrade was included in the work plan. Reviewing relevant documents (works contracts, annual budget performance reports) and conducting actual field visit to above three projects, it was evident that the projects were completed as per work plan.

Achievement of Standards: The LG has met health staffing and infrastructure facility standards

Maximum 4 points on this performance measure

a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure

- If above 90% score 2
- If 75% - 90%: score 1
- Below 75 %: score 0

The LG did not recruit staff for HC IIIs and HCIVs as per the staffing structure. 55% of the staff for 1 HC IV and 61% of staff for 6 HC IIIs were recruited.

Achievement of Standards: The LG has met health staffing and infrastructure facility standards

Maximum 4 points on this performance measure

b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.

- If 100 % score 2 or else score 0

There was evidence that LG health infrastructure construction projects meet the approved MOH facility infrastructure designs

The health projects sampled were:

1. Renovation of Diika HCIII at a cost of UGX. 63.555 million
2. Kiryandongo Hospital bathing shelter at a cost of UGX. 15 million
3. Construction of 2 stance VIP latrine at Kiryandongo hospital at a cost of UGX. 29 million

Field visits were conducted to these sites on 31st October 2023 to have physical checks if the projects complied with MOH standard technical designs.

During the field visits, measurements were undertaken and visual observations were made to verify compliance with technical designs.

At these sampled projects, it was indeed concluded that the projects were fully compliant with the technical designs provided by MOH headquarters.

Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

There was evidence to show that health workers were in place as indicated in the staff list provided by the DHOs office for the FY 2022/2023 in two out of the three sampled facilities. The assessment team compared the staff list obtained from the DHOs office for the FY 2023/2024 with what was available at the facility and observed the following;

Panyadoli Hills HC III: The deployment list provided by the DHOs office had 7 health workers. On verification at the facility, one staff (Oryema Smith- An Askari) was still maintained on the list yet he was working at Panyadoli HC IV

Nyakadoti HC III: The deployment list provided by the DHOs office had 14 health workers. On verification ALL the health workers were in place as indicated in the staff list, with A Nursing Assistant on study leave and an Askari had absconded

Kigumba HC III: The deployment list provided by the DHOs office had 15 health workers. On verification ALL the health workers were in place as indicated in the staff list, with a Laboratory Technician on annual leave

5	Accuracy of Reported Information: The LG maintains and reports accurate information Maximum 4 points on this performance measure	b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0	There was no evidence to confirm that information on health facilities constructed and functional was accurate. Three HFs were upgraded in the last FY (2022/2023); Panyadoli HC III upgraded to HC IV and Nyakadot and Panyadoli HC IIs upgraded to HC IIIs. Based on the PBS report (Quarter 4 report) submitted on 25/07/2023, there no information submitted on the construction status and functionality of these facilities. Even the essential medicine budget allocation for the FY 2022/2023 from National Medical Stores (NMS) had maintained the previous lower level allocation. The was a communication from CAO to the PS MoH requesting to have these upgraded facilities essential medicine and supplies budgets updated to the current levels of service delivery.(Latter dated October 11, 2022, Ref 207/5)	0
6	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	The annual work plans and budgets for the sampled health facilities (Panyadoli Hills HC III, Nyakadoti HC III and Kigumba HC III) conformed to the prescribed formats in the planning guidelines and were submitted by March 31st of the previous FY Panyadoli Hills HC III: The workplan and budget was prepared by Lakot Pauline (Health Facility Incharge) on February 20, 2023 and submitted to the DHOs on the same day Nyakadoti HC III: The workplan and budget was prepared Hope Phiona (Health Facility In charge) on 7th March 2023 and submitted to the DHOs office on 27th March 2023 Kigumba HC III: The workplan and budget was prepared by Bahemuka Ronald on 13th March 2023 and submitted to the DHOs office on 14th March 2023	2
6	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 evidence that the health facility Annual Budget Performance Reports for the FY 2022/2023 conformed to the Budget and Grant Guidelines and were submitted timey i.e. by July 15th 2023 Panyadoli Hills HC III: The budget performance report was prepared by Kiiza Julius (HF In charge) on 14th July 2023 and submitted to the DHOs office on the same day Nyakadoti HC III: The report was prepared by Atugonza Ritah (HF In charge) on 14th July 2023 and submitted to the DHOs office on the same day Kigumba HC III: The report was prepared by Bahemuka Ronald (Health Facility Incharge) on 11th July 2023 and submitted to the DHOs office on 14th July 2023	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 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 evidence that the sampled health facility improvement plans for the FY 2023/2024 incorporated performance issues identified in DHMT monitoring and assessment reports.

Kigumba HC III: Based of the DHMT monitoring and assessment reports for Q4, low male involvement was noted as a key challenge in the uptake of health services. HPV registers were also not being fully utilized at the facility and the facility was not developing immunization micro plan (Q4: DHMT supervision report dated 27th June 2023, prepared by Ociba James Michael- Assistant District Health Officer-Environmental Health). These issues were incorporated into the performance improvement plans for Kigumba HC III. There was planned community dialogues to improve community attitude towards health issues and communicable diseases and well as emphasis to the facility to develop micro plans to guide accountability processes. (Kigumba HC III Performance improvement plan prepared by Bahemuka Ronald on the 11th July 2023 and submitted to the DHO'S office on 14th July 2023)

Nyakadot HC III: During the Q3 monitoring activities, it was noted that, the facility was not utilizing the HMIS data and was submitting the monthly reports after the prescribed deadline (Q3 DHMT supervision report dated 27th March 2023, prepared by Kyomhundo Gorrety-Biostatistician)

This performance issues were addressed in the performance improvement plan. The facility planned for the establishment of a system to improve data utilization including update of HMIS forms and registers and discussing monthly performance against set targets during monthly staff meeting (Nyakadot HC III Performance Improvement Plan prepared by Atugonza Rittah on 14th July 2023 and submitted to the DHOs office on the same day)

Panyadoli Hills HC III: The DHMT supervision visit in Q2 noted a significant challenge in documentation in registers most especially on nutrition status on client cards. (Q2 DHMT supervision report dated 15th November 2022, prepared by Kyomhundo Gorrety-Biostatistician). This performance issue was incorporated into the HF performance improvement plan for the current FY. The facility planned for improvement of documentation through trainings and discussion of monthly performance against set targets in monthly and quarterly meetings to improve data utilization (Panyadoli Hills HC III Performance Improvement Plan prepared by Kiiza Julius on 14th Sep 2023)

6	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	d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%, • score 2 or else score 0	The sampled HFs (Kigumba HC III, Nyakadot HC III and Panyadol Hills HC III) did not submit 100% their monthly (12) and quarterly (4) reports for the FY 2022/2023 timely i.e. 7 days following the end of each month and quarter. Kigumba HC III submitted the Q 3 report on 18th April 2023 Nyakadot HC III: The April 2023 monthly report was not received, Q3 report was not availed and Q4 report was submitted on 10 July 2023. Panyadoli Hills HC III: The March 2023 monthly report was not availed and Q2 report was submitted on 16th January 2022	0
6	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	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	This indicator is NA, All LGs to score 0	0
6	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	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	This indicator is NA, All LGs to score 0	0

6	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	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 LG DHOs office timely (by end of the first month of the following quarter) FY 2022/2023 compiled and submitted all quarterly (4) Budget Performance Reports and status were as follows; The submission dates for reports were on the following dates: Q-1, 31/10/2022 Q-2, 16/01/2023 Q-3, 12/05/2023 Q-4, 25/07/2023 Submission of the four quarterly reports by DHOs office for consolidation to the Planner were within the one month deadline after end of every quarter.	1
6	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	h) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0	There was evidence that the LG developed an approved performance improvement plan for the lowest performing health facilities. This plan was approved by CAO on 14th July 2022. Among the performance issues identified was poor waste management in selected facilities (Apodorwa HC III, Kicwabugingo HC II and Kigumba HC III) and Inadequate staffing and low staff accommodation in some facilities that was affecting service delivery and performance	1
6	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	ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0	There was evidence that the LG implemented PIP for the lowest performing health facilities. Transfer of staff were made to facilities with low staffing. Copies of transfer letters for Asaba Benjamin from Mutunda HC III to Panyadoli HC III and Atugonza Riitah from Panyadoli HC IV to Nyakadoti HC III were provided as evidence. Equally, the health department budgeted for the construction of incinerators at (Apodorwa HC III and Kigumba HC III) and a placenta pit at Kilgya HCIII at a cost of Ugx 60 million in an attempt to improve waste management at health facilities. (Kiryandongo LG Health Department Budget, dated 4th July 2023 and the LG Approved Budget Estimates 2023/24, page 27).	1

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required). Maximum 9 points on this performance measure	a) Evidence that the LG has: i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0	The LG-Health department did not budget for health workers as per guidelines. We reviewed the LG approved performance contract and approved staff structure and noted that the department budgeted for 381(84.5%) of the health workforce with a wage of Ugx 7,753,886,387 (LG Approved Budget Estimates 2023/24, page 26). The health facility list obtained from the District Health office indicated that, the LG health department has a total of 19 health facilities (1 General Hospital, 1 HC IV, 6 HC IIIs and 11 HC IIs), with an approved staff structure of 451 health workers.	0
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required). Maximum 9 points on this performance measure	a) Evidence that the LG has: ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0	There was evidence that the LG health department did not deploy health workers as per guidelines/staffing levels and norms in the FY 2023/2024(i.e. at least all the HFs to have 75% of the staff required. Some of the facilities had less 75% of the required staffing. For example; Mpumwe HC II had 5 staff out of 9(56%), Kiigya HC II had 5 staff out of 9 required (56%), Mutanda and Dima HC IIIs had 11 staff out of 19(58%) and Diika HC II had 6 staff out 9 (67%)	0
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required). Maximum 9 points on this performance measure	b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0	Health staff are working where they are deployed in two out of the three sampled facilities. The assessment team reviewed the deployment list provided by the DHOs office and HF list obtained at the sampled facilities and noted the following; Panyadoli Hills HC III: The deployment list provided by the DHOs office had 7 health staff. On verification at the facility, one staff (Oryema Smith- An Askari) was working at Panyadoli HC IV and yet he was still maintained on the DHOs list. Nyakadoti HC III: The deployment list provided by the DHOs office had 14 health staff. On verification with the attendance register ALL the health staff were working where they were deployed with A Nursing Assistant on study leave and an Askari who had absconded Kigumba HC III: The deployment list provided by the DHOs office had 15 health staff. On verification ALL the health staff were working where they were deployed, with a Laboratory Technician on annual leave	0

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

Maximum 9 points on this performance measure

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

There was evidence that the list of health workers deployed in the sampled facilities were displayed on the health facilities notice boards

Panyadoli Hills HC III had a list of 25 staff (7 appointed by Kiryandongo Local Government and 18 supported by development partners). Only one staff (An Enrolled Nurse was on annual leave- Staff list not dated and signed

Nyakadoti HC III had a list of 37 staff (14 appointed by Kiryandongo District Local Government and 23 supported by development partners-Baylor, International Rescue Committee, Afford and ACF). A Nursing Assistant was on study leave and an Askari had absconded – Staff list not dated and signed

Kigumba HC III had a list of 22 staff (15 appointed by Kiryandongo District Local Government and 7 supported by Baylor Uganda. Only 1 staff (Laboratory Technician) was on annual leave- Staff list as of August 2023

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0

The assessor reviewed personal files for health in-charges found out that not all were appraised during the previous FY as per guidelines from Ministry of Public Service:

1. Bahemuka Ronald (Senior Clinical Officer) – no appraisal report for last FY was availed
2. Okello Denish (Clinical Officer) – appraisal report for last FY was not on file
3. Atugonza Rita (Senior Clinical Officer) – appraisal report for last FY was not on file
4. Awino Lovis (Enrolled Nurse) was appraised on 14th July 2023 and the appraisal was countersigned by the Responsible Officer on 7th August 2023
5. Ngonzebwoha Prisca (Enrolled Nurse) was appraised on 14th July 2023 and the appraisal was countersigned by the Responsible Officer on 7th August 2023
6. Oyuku Tom Francis (Medical Clinical Officer) was appraised on 24th August 2023. The appraisal was not countersigned by the Responsible Officer
7. Masiks Sylvia (Enrolled Midwife) was appraised on 17th July 2023. The appraisal was not countersigned by the Responsible Officer
8. Ngonzi Unith (Enrolled Midwife) was appraised on 14th July 2023 and the appraisal was countersigned by the Responsible Officer on 31st July 2023
9. Tezita Alex (Medical Officer) was not yet due for appraisal (appointed on 26th June 2023)
10. Mukine Jedida (Clinical Officer) was appraised on 13th July 2023 and the appraisal was countersigned by the responsible Officer on 9th August 2023
11. Chagwaya E Mevis (enrolled Nurse) was appraised on 13th July 2023 and the appraisal was countersigned by the Responsible Officer on 9th August 2023

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

Maximum 6 points on this performance measure

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

The assessor reviewed personal files of a sample of 10 health workers and found out that not all were appraised by their Health Facility In-charges during the previous FY as per guidelines from Ministry of Public Service (by 30th June):

1. Nansubuga Lovincer (Enrolled Midwife) was appraised by the Nursing Officer on 14th July 2023 and the appraisal was countersigned on 7th August 2023
2. Kusiima Everline (Enrolled Nurse) was appraised by a Registered Nurse but the date of appraisal did not match the appraisal period
3. Abitegeka Jacklyn (Enrolled Midwife) was appraised by a Principal Nursing Officer on 27th July 2023 and the appraisal was countersigned by the responsible Officer on 7th August 2023
4. Japyem Alex (Medical Laboratory Technician) was appraised on 23rd June 2023 and the appraisal was countersigned by the ADHO Environmental Health on 24th July 2023
5. Twikirize Stella (Health Assistant) was appraised by Senior Health Inspector on 20th July 2023 and the appraisal was countersigned by the responsible Officer on 9th August 2023
6. Amongi Stella (Enrolled Nurse) – appraisal dates were conflicting with the date on which the appraisee filled the form
7. Byenkya Stexo (Nursing Officer) was appraised by a Senior Assistant Nursing Officer on 13th July 2023 and the appraisal was countersigned on 1st August 2023
8. Akello Florence (Nursing Officer) was appraised by a Senior Nursing Officer on 20th July 2023
9. Muhumuza Ronald (Enrolled Nurse) was appraised by a Medical Officer on 31st May 2023 and the appraisal was countersigned on 26th August 2023
10. Baguma Ronald (Enrolled Nurse) was appraised by a Nursing Officer on 26th July 2023 and the appraisal was countersigned on 27th July 2023

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers. Maximum 6 points on this performance measure	iii. Taken corrective actions based on the appraisal reports, score 2 or else 0	Corrective actions on performance gaps identified during the appraisals were proposed in the appraisal reports but no evidence was availed to show that they had been implemented.	0
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers. Maximum 6 points on this performance measure	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 evidence that training activities for the FY 2022/2023 were conducted and documented in the training database. Infection Prevention and Control (IPC) Training of Trainers course for health workers was conducted with support from International Rescue Committee. The training was conducted from 24-28 Oct 2022 at Jodrine Hotel Bweyale. Twenty-nine participants from the various health facilities in Kiryandongo District attended the training. (Report prepared by Afayo DM Richard (District IPC Trainer and International Rescue Committee (IRC) staff, dated 28 Oct 2022) IPC training for hygienists in facilities supported by International Rescue Committee (IRC) was conducted at Kiryandongo Hospital on 6th April 2023. The objective of the training was to improve and strengthen IPC knowledge and skills for hygienist in Kirayandongo refugee settlement (Report prepared by Kwagala Onyango Paul (Community Health Officer) dated April 17, 2023) Malaria prevention and advocacy training was conducted on 25th May 2023 by Ministry of Health at Kiryandongo District Health Facilities. It was attended by all in charges, District Health Educator, and Senior Environmental Health Officer (Report prepared by Businge Emmanuel- Health Educator, dated 27th May 2023)	1

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers. Maximum 6 points on this performance measure	ii. Documented training activities in the training/CPD database, score 1 or else score 0	The LG health department maintains a training log. A log dated 20th May 2023 documented training activities conducted in the FY 2022/2023. Some of the trainings documented included; - Continuous Quality Improvement (CQI) training attended by Businge Emmanuel from 20-22 July 2022, organized by Baylor in Masindi - Training of Trainers (TOT) course on nutrition conducted from 20-24 March 2023 by AVIS at Kiryandongo Hospital. attended by Kasiime Rosemary - MPDSR training organized by Baylor in Hoima, in July 2022, attended by Biostatistician, District Health Officer, District Health Educator and Continuous Quality Improvement Focal Person - Malaria prevention and advocacy training conducted on 25th May 2023 by Ministry of Health at Kiryandongo District Health Facilities. It was attended by all in charges, District Health Educator, and Senior Environmental Health Officer	1
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Management, Monitoring and Supervision of Services.

9	N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum 9 points on this performance measure	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	There was evidence that the CAO confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing in a letter to the PS MoH (Letter dated 4th September 2023). The letter was written within the required timeline i.e. 30th Sep 2023	2
9	N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum 9 points on this performance measure	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.	The LG PHC budget for FY 2022/2023 was UGX. 320,188,000 (ABPR, page, 26) and allocated, UGX. Out of this a total of, UGX. 32,019,000 (10%) was allocated to the monitoring of health service delivery. This was within 15% maximum.	2

N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

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

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

Q 1-1 day

Q 2-1day

Q 3- 16 days

Q 4- 1 day

The warrants were made on the following dates;

Cash release	Warranting
Q 1 -02/08/2022	02/08/2022
Q 2 -17/10/2022	17/10/2022
Q 3 -27/01/2023	13/02/2023
Q 4 -26/04/2023	27/04/2023

The LG did not warrant the direct transfer within 5 working days in the 3rd quarter FY 2022/2023.

N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

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

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

For Quarter 1, the MoFPED circular was dated 8th July 2022, warranted by CAO on 1st August 2022, invoiced on 23rd August 2022 and transferred funds to LLGs and facilities on 30th August 2022.

For Quarter 2, the MoFPED circular is dated 30th September 2022, warranted by CAO on 16th October 2022, invoiced on 2nd November 2022 and transferred funds to LLGs and facilities on 15th November 2022.

For Quarter 3, the MoFPED circular is dated 29th December 2022, warranted by CAO on 8th February 2023, invoiced on 13th February 2023 and transferred funds to LLGs and facilities on 14th February 2023.

For Quarter 4, MoFED circular is dated 6th April 2023, warranted by CAO on 25th April 2023, invoiced on 10th May 2023 and transferred funds to LLGs and facilities on 15th June 2023.

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

9	N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum 9 points on this performance measure	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	Evidence that the LG did not publicize all the quarterly financial releases through noticeboard to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED. Q 1- expenditure limit on 08/07/2022, publicized on 30/08/2022: 53 days after the release of expenditure limits Q 2- expenditure limit on 30/09/2022, publicized on 15/11/2022:45 days after the release of expenditure limits Q 3- expenditure limit on 29/12/2023, publicized on 14/02/2023:45 days after the release of expenditure limits Q 4 - expenditure limit on 06/04/2023, publicized on 15/06/2023: 20 days after the release of expenditure limits	0
10	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 no evidence that the health department implemented actions recommended by the DHMT/MMHT quarterly performance review meetings of the previous FY. Meeting minutes for the quarterly review meeting were not availed to the assessment team. However, the health department only availed minutes for the Immunization review meeting held on 1st Feb 2023 with recommendations to train in charges on bottleneck analysis used for planning and line listing of children who missed immunization in all health facilities. However, there were no evidence of implementation of these recommendations	0
10	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	No evidence was provided to show that the LG quarterly performance review meetings involved all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department. Minutes and attendance list for the meetings were not availed to the assessment team.	0

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 that the LG supervised all the HCIVs and General Hospitals at least once every quarter in the FY 2022/2023. The LG has 1 General Hospital (Kiryandongo General Hospital) and 1 HC IV (Panyadoli HC IV). The assessment team reviewed the quarterly integrated support supervision reports and noted the following;

Q1: The integrated support supervision visit was conducted from 1st – 12th September 2022. Key issues observed in the HC IV and Hospital included;

Panyadoli HC IV: Only 56% of ANC 1 pregnant women received LLINs at first contact and yet it was mandatory for all of them to receive.

Kiryandongo Hospital: 56% of the <5 years were assessed for nutrition yet the guideline requires all children to be assessed. Equally, tetanus and passport cards for mothers were not available at the facility (Report prepared by, Kyomuhendo Gorrety District Biostatistician, dated 19th Sep 2022

Q2: Panyadoli HC IV: Significant data gaps were noted for example, ANC 1st trimester contacts were not equal to the number of pregnant women who were tested for anemia using HB test at 1st contact. Post Natal Care (PNC) timing were not equal to the age group and the number of deliveries were not equal to the number of maternal nutrition counselling

Kirayndongo Hospital: HB estimation was not regular. Some exposed infants were not being given NIV syrup and some midwives were unable differentiate between those at low risk or high risk of HIV. Incomplete documentation was also noted in the Maternity register

(Report prepared by, Kyomuhendo Gorrety District Biostatistician, dated 15th November 2022)

Q3: Panyadoli HC IV and Kirayndongo Hospital were not supervised during this quarter. (Report prepared by, Kyomuhendo Gorrety District Biostatistician, dated 27 March 2023)

Q4: Only Panyadoli HC IV was supervised during this quarter and key issues noted included; low male involvement in health seeking, Antenatal Care Register (ANC) register was not being filled and appointment book was not being utilized. (Report prepared by Ociba James Micheal(Assistant District Health Officer-Environmental Health, dated 27th June 2023)

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 Health Sub Districts (HSD) carried out support supervision of lower level health facilities within the FY 2022/2023. The LG has one HSD- Kibanda HSD controlled by Kiryandongo Hospital. Kiryandongo Hospital supervise 18 HFs. Supervision reports were provided for all the quarters as detailed below;

Q1: All the 18 HFs were supervised during that quarter (Report prepared by Apio Josephine, Nursing Officer-CHD HSD, dated 3rd October 2022)

Q2: A total 13 HFs were supervised this quarter (Report prepared by Moga Abdulkarim Medical Record Assistant, dated 26th Oct 2022)

Q 3: A total of 10 HC IIs were supervised during this quarter with supervision team highlighting facility specific challenges and recommendations (Report prepared by Apio Josephine, Nursing Officer-Community Health Department (CHD) HSD, dated 31 March 2023)

Q4: A total of 13 HFs were supervised this quarter (Report prepared by Moga Abdulkarim Medical Record Assistant, dated 3rd May 2023)

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

Maximum 7 points on this performance measure

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

There was evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and implementation of those were followed during the FY 2022/2023.

Panyadoli Hills HC III: The support supervision visit and mentorship on Nutrition conducted on 22nd August 2023, recommended that, the HF should capture the nutrition status of all client on ART (Height weight and MUAC). This was implemented and client card were verified as evidence of implementation (Client Card No: 374 and 393)

The supervision visit conducted by the District Internal Auditor and DHT recommended that the HF should display all PHC releases on the notice board. This recommendation was implemented and all PHC realizes for the FY 2022/2023 and Q1, FY 2023/2024 were displayed on the HF notice boards

Nyakadoti HC III: The support supervision visit conducted by the District Infection Prevention and Control (IPC) mentor on 20th July 2022 recommended that the placenta and burnt pit be provided with a door to prevent free access. This was implemented, the placenta and burnt pit now has a door installed.

The supervision visit conducted by the Maternal Perinatal Death Surveillance Response (MPDSR) mentor recommended that, the HF should obtain updated MPDSR tools to support documentation. This was implemented. Copies of the tools which include the Maternal Death Notification Form (HMIS MC 004) and the Perinatal Death Review Form (HMIS MC 017- serial No 33843-33858) were provided as evidence for implementation.

Kigumba HC III: The support supervision visit conducted by the Medicine Management Supervisor (MMS) on 12th October 2022 recommended that, the HF should use consumption logs for HIV test kits to document the number of kits used. This was implemented. The HF improvised a register (HMIS ACP 019: HIV Testing Services register) to track information on the HIV test kits used since the district was lacking registers to supply.

The same supervision visit also recommended for the use of source documents when ordering medicines. This was equally implemented. Sourced documents were used to aid requisition of ARVs. The ARV and opportunistic Infection Medicine dispensing log (AMIS PHAR 024) was shared for October 2022 and the ARV medicines order and patient report form for 1st September 2023- 31st October 2023 showing request for medicines that were made.

10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0	There was evidence that the LG provided support to health facilities in the management of medicines and health supplies. Quarterly Medicines Management Summary reports for July- September 2022 was availed as evidence for supervision. A total of 4 HF's were supervised during that quarter. Key gaps noted during that quarter included among others; none use of stock books at HF's, HF's were not conducting physical counts and there was overstocking of anti-psychotic drugs (Report prepared by Walter Sekinde – District Medicine Management Supervisor and Agaba Ronald HSD Medicine Management Supervisor, dated 30th Sep 2022	1
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 DHO's health office budget was UGX. 32, 019,000. The total amount allocated to health promotion and prevention activities was UGX. 11,349, 000 (ABPR-page, 48). This was a proportion of 35.4% maximum more than 30%.	2
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	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	There was evidence that the DHT implemented health promotion, disease prevention and social mobilization activities in the FY 2022/2023 Community Led Total Sanitation (CLTS) program follow up was conducted in 5 villages (Katulikire, Kisona, Kitwanga, Kyabahulu and Kanaba) in Kicwabugino sub county (Environmental Health Report for 2nd quarter prepared by Etole Viance (Senior Health Inspector) dated 9th Jan 2023. The Health Inspector supervised the collection of 146 trips of garbage from Kigumba Town council. School inspection was also done in Salaf Primary School and it was established that, the school has no hand washing facility. Sanitation and household visits were also carried out in selected villages (Environmental Health Report for 3rd quarter FY 2022/2023, dated 12th April 2023) Sensitization on safe excreta disposal in the refugee settlement was implemented. A meeting was also organized with cluster leaders in the settlement following the upsurge of diarrheal cases (Environmental Health Report for 1st quarter FY 2022/2023, not dated)	1

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	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	There was evidence that follow up action was taken by the LG on health promotion and disease prevention issues during the last FY 2022/23. We reviewed the DHMT meeting minutes and noted the following; The Extended DHMT meeting held on 6th April 2023 recommended that, health education at facility level be intensified to address the burden on diseases and increase uptake of services. This was implemented and documented in the in the Environmental Health Report for 3rd quarter FY 2022/2023, dated 12th April 2023), where 50 health education talks were conducted and 1488 people sensitized. The extension workers meeting held on 22nd April 2023 with members of the DHT, made a recommendation for the environmental health staff to submit reports on open Defecation Free villages. This was implemented and reported in the (Environmental Health Report for 3rd quarter FY 2022/2023, dated 12th April 2023). Latrine coverage were reported for 10 villages that qualified for declaration of open defecation free status.	1
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Investment Management

12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines. Maximum 4 points on this performance measure	a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0	The LG did not provide an updated register which sets out health facilities and equipment relative to basic standards during the assessment. The LG however provided a copy of the fixed master data for Kiryandongo District Local Government that was submitted by the CAO to Ministry of Finance Planning and Economic Development in a letter dated 21st August 2023 (for all assets in Kiryandongo DLG)	0
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Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.

Maximum 4 points on this performance measure

b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);

(ii) desk appraisal by the LG; and

(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));

score 1 or else score 0

The evidence of that the prioritized investments in the health sector desk appraised and eligible for expenditure under sector guidelines and funding source, development grant, Discretionary Development Equalization Grant DDEG. These were discussed in the TPC meeting held on, 8th and 9th March 2022.

These were profiled in LG DP III, pages, 263-269.

Projects were appraised by; DHO, District Planner, DCDO, Senior Environment Officer and District Engineer.

Projects appraised were:

1. Renovation of Apodorwa HC II, Kigumba S/c
2. Construction of one Unit staff house at Panyadoli HCIII
3. Construction of Maternity ward at Panyadoli HC III
4. Construction of General ward at Panyadoli HC III

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

Maximum 4 points on this performance measure

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

The LG provided evidence that conducted field appraisal to check for technical feasibility, environment and social acceptability, and customized designs to site. These were profiled in the LG DP III, pages, and 263-269.

The projects were appraised by; DHO, District Planner, DCDO, Senior Environment Officer on dates, 13th and 14th March 2023.

Appraised projects were;

1. Renovation of Apodorwa HC II, Kigumba S/c
2. Construction of one Unit staff house at Panyadoli HCIII
3. Construction of Maternity ward at Panyadoli HC III
4. Construction of General ward at Panyadoli HC III

12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines. Maximum 4 points on this performance measure	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	The LG screened and prepared costed ESMPs and complied to risk mitigation plans for the following health projects; Construction of 4 bathing shelters and 2 stance VIP Latrine at Kiryadongo Hospital. Screening forms were signed by Environment officer and CDO on 18/9/2022. ESMP costed 100,000UGX for site layout plan, screening of project 120,000UGX, PPES-50,000UGX signed by environment officer and CDO on 18/9/2022 Construction of 3 Blocks of 5 stance VIP latrine at Mpumwe HC II. Screening forms were signed by Environment officer and CDO on 16/8/2022. ESMP costed 100,000UGX for waste bins, PPES-50,000UGX signed by environment officer and CDO on 16/8/2022 Renovation of Diika HC II Maternity ward. Screening forms were signed by Environment officer and CDO on 16/9/2022. ESMP costed 100,000UGX for waste bins, PPES-50,000UGX signed by environment officer and CDO on 16/9/2022 Compliance to the risk mitigation plan for projects implemented include, toolbox talks and safety of workers. During site visit the area had a functional incinerator but was full.	1
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	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	There was no evidence that the Health department submitted procurement plans timely by 30th April as required by the guidelines. The documents that the assessor saw were dated in June.	0

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	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	There was evidence that the Health department submitted procurement requests' form PP1 to the PDU by first quarter of current financial year. Files of the following projects were reviewed from the PDU. 1. Renovation of Diika HCIII at a cost of UGX. 63.555 million 2. Kiryandongo Hospital bathing shelter at a cost of UGX. 15 million 3. Construction of 2 stance VIP latrine at Kiryandongo hospital at a cost of UGX. 29 million In all cases the assessor confirmed that the Health department submitted form (PP1) timely by first quarter of the financial year.	1
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0	There was evidence health infrastructure investments were approved by the contracts committee and cleared by solicitor General. Files of the following projects were reviewed from the PDU.and the following was established. 1. Renovation of Diika HC II, The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to Sekago. F Construction Ltd at the cost of UGX. 63, 555, 150.00 through minute 010/3/DCC/KDLG/2022 dated 25th August 2022 2. Kiryandongo Hospital bathing shelter at a cost of UGX. 29 million The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to Monaco Construction Ltd at the cost of UGX. 29 million through minute 15/07/DCC/KDLG/2022 dated 19th January 2023 3. Construction of 2 stance VIP latrine at Kiryandongo hospital at a cost of UGX. 15 million The assessor looked through the file and found that there were evaluation reports that the contracts committee based the award of the contract to Contr. Teb. Technical services Ltd at the cost of UGX. 15 million through minute 014/07/KDLG/2022 dated 3rd February 2023	1

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

Maximum 10 points on this performance measure

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

If there is no project, provide the score

There was evidence that Kiryadongo Local Government established Project Implementation Team (PIT) as specified in the sector guidelines.

The assessor saw copy of a letter referenced CR/207/1 dated 12th January 2023 signed by Mr. Martin Jacan Gwokto the CAO of Kiryadongo LG appointing members of PIT for all the sectors (health, education, water) and for all projects but specifying different officers as contract Manager and project manager. Eight officers were appointed (1) Dacan Denis the Principal Assistant Secretary, (2) Balikagira Julius - District Planner, (3) Obwona Richard - Chief Finance Officer (4) Dabanja Geoffrey - District Community Development Officer (5) Niyonzima Emmanuel - District Engineer (6) Muhumuza Samuel - District Water Officer (7) Businge Zalfa - Senior Environment Officer (8) Achola Jackline - Senior Labour Officer

The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer).

From the District Engineers' files it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings. Examples of attendance for health sector include the second and third meeting on renovation of Diika HC III that took place on 12th April 2023 and 23rd May 2023. Names of attendees include Niyonzima Emmanuel as Chairman and others like Ochiba James Assistant District Health Officer, Businge Zalfa - Senior Environment Officer, Dabanja Geoffrey - District Community Development Officer.

Progress reports seen indicated participation of PIT members. Example include Progress reports on implementation of capital projects dated 30th June 2023 signed off by the Ag. District Engineer Eng. Niyonzima Emmanuel.

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0 If there is no project, provide the score	There was evidence that LG health infrastructure construction projects followed the approved MOH technical infrastructure designs The health projects sampled were: 1. Renovation of Diika HCIII at a cost of UGX. 63.555 million 2. Kiryandongo Hospital bathing shelter at a cost of UGX. 15 million 3. Construction of 2 stance VIP latrine at Kiryandongo hospital at a cost of UGX. 29 million Field visits were conducted to these sites on 31st October 2023 to have physical checks if the projects complied with MOH standard technical designs. During the field visits, measurements were undertaken and visual observations were made to verify compliance with technical designs. At these sampled projects, it was indeed concluded that the projects were fully compliant with the technical designs provided by MOH headquarters.	1
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	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 If there is no project, provide the score	There was evidence that the Clerk of Works Mr. Okech Charles maintained daily records that he consolidated into weekly reports and submitted to District engineer Eng. Niyonzima Emmanuel with a copy to DHO for each health infrastructure project. The health projects sampled were: 1. Renovation of Diika HCIII at a cost of UGX. 63.555 million 2. Kiryandongo Hospital bathing shelter at a cost of UGX. 15 million 3. Construction of 2 stance VIP latrine at Kiryandongo hospital at a cost of UGX. 29 million The assessor looked through the files and saw copies of daily reports prepared by the Clerk of Works Mr. Okech Charles and copies of consolidated weekly reports submitted to District engineer Eng. Niyonzima Emmanuel with a copies to DHO	1

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

Maximum 10 points on this performance measure

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

If there is no project, provide the score

There was evidence that Kiryandongo Local Government held monthly site meetings for the selected projects. In attendance were the appointed PIT members ((1) Dacan Denis the Principal CAO, (2) Balikagira Julius - District Planner, (3) Obwona Richard - Chief Finance Officer (4) Dabanja Geoffrey - District Community Development Officer (5) Niyonzima Emmanuel - District Engineer (6) Muhumuza Samuel - District Water Officer (7) Businge Zalfa - Senoir Environment Officer (8) Achola Jackline - Senoir Labour Officer) including chairperson of the Health Unit Management Committee (HUMC).

Files of the sampled projects were scrutinized for information.

1. Renovation of Diika HCIII at a cost of UGX. 63.555 million

2. Kiryandongo Hospital bathing shelter at a cost of UGX. 15 million

3. Construction of 2 stance VIP latrine at Kiryandongo hospital at a cost of UGX. 29 million

On all the files sampled, there were records of site meetings for the projects. Examples of attendance of project meetings include the second and third meeting on renovation of Diika HC III that took place on 10th April 2023 and 20th May 2023. Names of attendees include Niyonzima Emmanuel as Chairman and others like Ochiba James Assistant District Health Officer, Businge Zalfa - Senoir Environment Officer, Dabanja Geoffrey - District Community Development Officer. Dacan Denis the Principal CAO, Balikagira Julius - District Planner, Obwona Richard - Chief Finance Officer Muhumuza Samuel - District Water Officer Achola Jackline - Senoir Labour Officer

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

Maximum 10 points on this performance measure

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

If there is no project, provide the score

There was evidence that the LG carried out technical supervision of works at health infrastructure projects at least monthly by relevant officers of the PIT including engineers, environment officers, and community development officers at critical stages of construction.

Files of the sampled projects were scrutinized for information.

1. Renovation of Diika HCIII at a cost of UGX. 63.555 million

2. Kiryandongo Hospital bathing shelter at a cost of UGX. 15 million

3. Construction of 2 stance VIP latrine at Kiryandongo hospital at a cost of UGX. 29 million

Examples of attendance project meetings

include the second and third meeting on renovation of Diika HC III that took place on 10th April 2023 and 20th May 2023. Names of attendees include Niyonzima Emmanuel as Chairman and others like Ochiba James Assistant District Health Officer, Businge Zalfa – Senoir Environment Officer, Dabanja Geoffrey - District Community Development Officer. Dacan Denis the Principal CAO, Balikagira Julius – District Planner, Obwona Richard - Chief Finance Muhumuza Samuel – District Water Officer Achola Jackline – Senoir Labour Officer

Progress reports seen indicated participation of PIT members. Example include Progress reports on implementation of capital projects dated 30th June 2023 signed off by the Ag. District Engineer Eng. Niyonzima Emmanuel.

In addition, sampling of interim payment certificates and final payment certificates indicated that they were endorsed by all line PIT members.

In addition to the above, another example of supervision is at the time of certification of payments as follows:

For Renovation Diiika HC III executed by M/S Ssekago . F. Construction Ltd. The Contractor M/S Ssekago . F. Construction Ltd submitted a request for payment through their letter dated 1st June 2023 and by 20th June 2023, the CAO KDLG had fully certified the payment request ready for payment. This Interim Payment Certificate is signed by District Environment Officer, District Health Officer, and District Community Development Officer. Attached to this payment request is field inspection and monitoring report complete with a measurement sheet. The measurement sheet is dated 10th June 2023. It is signed Ag District Engineer Eng. Niyonzima Emmanuel. In addition, the Environment Officer and Community Development Officer also conducted a field inspection/monitoring and prepared environment and social safeguards report called environment and social certificate that is attached to the payment request. Meaning that prior to certification, the District Engineer, District Environment Officer & District Community Development Officer visit the project site and carry out supervision.

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0	The LG provided evidence, the, DHO , District Engineer, DCDO, Senior Environment Officer verified works and initiated payments of contractors. However, the contractors were not paid within the timeframe of 14 days. The sample of payments were; 1. Construction of 2 Stance VIP (lined) Latrine with a 2 stance bathing shelter at Kiryandongo General Hospital. Procurement Number. KIRY592/WRKS/22-23/00088 by Teb Technical Services and Contractors Ltd. Requisition for funds on 12/06/2023. Certified works on 13/06/2023 and paid on 28/06/2023 by EFT. 6441409, UGX. 13,395,000. 2. Construction of 3 blocks of 5 stance VIP Latrine at Mpumwe H/C II, Mutunda H/C III and Diima H/C III .Procurement Number. KIRY592/WRKS/22-23/00104 by Ilai Group Ltd. Requisition for funds on 20/01/2023. Certified works on 21/02/2023 and paid on 17/05/2023 by EFT. 5303722, UGX. 19,380,991. 3. Renovation of old block at Diika H/C II. Procurement Number. KIRY592/WRKS/22-23/00087 by Ssekago F Construction Ltd. Requisition for funds on 24/10/2022. Certified works on 14/11/2022 and paid on 09/12/2022 by EFT. 2595515 , UGX. 21,633,000. The contractors were not paid within the specified timeframe of 14 days.	0
13	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 that the LG had complete procurement files for each health project . Renovation of Diika HC III at a cost of UGX. 63.555 Million The assessor looked through the file and found that the file contains documentation as required by PPDA regulations. Some of the key documents were the following (1) Fully signed PP form 1 from Health Department - DHO dated 30th June 2022 (2) The evaluation reports that the contracts committee based the award of the contract to M/S Ssekago . F. Construction Ltd at a cost of UGX. 63, 555, 150.00 through minute 013/07/DCC/KDLG/2022 dated 25th August 2022 (3) Payment requests from the contractor (4) Payment records (5) progress reports and many other documents like records of best evaluated bidders, award communication letter, acceptance letter by the best evaluated bidder, contract agreement, commencement order and others. Construction of 4 bathing shelter at Kiryandongo Hospital at a cost of UGX. 29 Million. The assessor looked through the file and found that the file contains documentation as required by PPDA regulations. Some of the key documents were contains the following (1) Fully	1

signed PP form 1 from Health Department - DHO dated 30th June 2022(2) The evaluation reports that the contracts committee based the award of the contract to M/S Monaco Construction Ltd at a cost of UGX. 29 Million through minute 15/07/DCC/KDLG/2022 dated 19th January 2023 (3) Payment requests from the contractor (4) Payment records (5) progress reports and many other documents like records of best evaluated bidders, award communication letter, acceptance letter by the best evaluated bidder, contract agreement, commencement order and others.

Construction of 2 stance pit latrine at Kiryandongo Hospital at a cost of 15 Million

The assessor looked through the file and found that the file contains documentation as required by PPDA regulations. Some of the key documents were contains the following (1) Fully signed PP form 1 from Health Department - DHO dated 30th June 2022 (2) The evaluation reports that the contracts committee based the award of the contract to Teb. - Technical Services Ltd at a cost of UGX. 15, 005, 190.00 through minute 014/DCC/KDLG/2922 dated 25th August 2022 (3) Payment requests from the contractor (4) Payment records (5) progress reports and many other documents like records of best evaluated bidders, award communication letter, acceptance letter by the best evaluated bidder, contract agreement, commencement order and others.

Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework Maximum 2 points on this performance measure	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	The LG had grievances recorded, investigated, responded to and redress reported under Health. However, grievances recorded were not related to community projects but grievances from health centre's example a case of one Kevin wandera of Kiryandongo Hospital accused of money extortion from patients was recorded. The case was referred to rewards sanctions	0
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery Maximum 5 points on this performance measure	a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0	There was evidence that the guidelines on healthcare /medical waste management were disseminated to health facilities eg at Diika HCII they were pinned on the walls showing medical waste segregation during site visit	2

15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery Maximum 5 points on this performance measure	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	There was evidence that the LG had in place a functional system for Medical waste management for managing medical waste There was evidence of a functional incinerator in Kiryandongo general Hospital. Diika Health Center II also had a functional incinerator for medical waste as seen during site visit	2
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery Maximum 5 points on this performance measure	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	The LG had training and awareness raising on Healthcare waste management by the time of assessment. A report on training on medical wastes management in health facilities was conducted on 6/4/2023. In total 17 participants were in attendance and held at Pangadoli HC IV report was signed by Environment officer	1
16	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 evidence that the LG had costed ESMPs incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY example; Renovation of Diika HC II Maternity ward (Ref No: KIRY592/WRKS/22-23/00087. Contract amount 63,555,150UGX. In the BOQ under Item G Environmental Action Plan there was provision for Planting of trees and grass and loose areas at 200,000UGX ESMP costed 100,000UGX for waste bins, PPES-50,000UGX signed by environment officer and CDO on 16/9/22 Construction of 4 bathing shelters and 2 stance VIP Latrine at Kiryadongo Hospital (Ref No: KIRY592/WRKS/22-23/00089. In the BOQ under Item G Environmental Action Plan there was provision for Planting of trees and grass and loose areas at 20,000UGX. ESMP costed 100,000UGX for site layout plan, screening of project 120,000UGX, PPES-50,000UGX signed by environment officer and CDO on 18/9/2022	2

16	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	b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0	There was evidence showing the LG had proof of land ownership for health construction projects implemented at the time of assessment. Certificate of Title plot 499 Block 6 at Diika. Area 0.385 hectares in Kibanda county. Owner KDLG (Diika HC) dated 26/10/22 signed by registrar of Titles. Certificate of Title plot 178 Block 5 at Kiryadongo. Area 15.5230 hectares in Kibanda county. Ownership KDLG (Kiryadongo general Hospital) dated 18/05/2023 signed by registrar of Titles. Certificate of Title plot 127 Block 4 at Mpumwe. Area 2.78 hectares in Kibanda county. Ownership KDLG (Mpumwe HC II) dated 21/10/20 signed by registrar of Titles.	2
16	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	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.	There was no evidence of consistent monitoring and engagement throughout the contract period by CDO and Environment Officer and monthly reports for health projects by the time of assessment.	0
16	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 no evidence accessed in LG for payment certificates signed off by the Environment Officer and CDO for health projects at the time of assessment.	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional. If the district rural water source functionality as per the sector MIS is: - o 90 - 100%: score 2 - o 80-89%: score 1 - o Below 80%: 0	As per the MWE-MIS for the FY 2022/23, the rural water functionality for Kiryandongo District was 88%, which falls between 80% and 89%, thereby justifying enetering a score of 1.	1
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	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: - o 90 - 100%: score 2 - o 80-89%: score 1 - o Below 80%: 0	From the MWE -MIS for the FY 2022/23, the % of WSS facilities with functional WSCs in Kiryandongo DLG, as seen under the Management Column, was 87%. This is in the range from 80% to 89%, thereby justifying a score of 1 to be entered.	1
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment <i>Maximum 8 points on this performance measure</i>	a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is; • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0	The scores for the LLG in Kiryandongo for the current FY 2023/24 were: Bweyale TC (43%), Diima S/C (44%), Karuma TC (69%), Kichwabugingo S/C (61%), Kigumba S/C (38%), Kigumba TC (80%), Kiryandongo TC (76%), Kyankende S/C (90%), Masindi Port S/C (53%), Mboira S/C (82%), Mutunda S/C (73%), and Nyamahasa S/C (44%);, giving an average score of 62.75% for Kiryandongo DLG which falls within the range of 60% - 80% and therefore a score of 1 was entered.	1

N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment

Maximum 8 points on this performance measure

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

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

The Safe Water Coverage (SWC) for Kiryandongo District for the previous FY (2022/2023), as obtained from the DWO, was 75%. The Sub-Counties (S/Cs) with their SWC were Bweyale TC (66%); Kigumba TC (72%), Kiryandongo TC (95%), Kiryandongo Refuge Settlement (51%), all under NWSC while the ones under Rural Water Supply included Kigumba S/C (79%), Kiryandongo S/C (81%), Masindi Port S/C (95%) and Mutunda (74%). Therefore, the Sub-county with its SWC below the district average that were to be targeted was only Mutunda S/C.

From the AWP/Budget for FY 2022/23 submitted by CAO on 15th/07/2020 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 17th/07/2020 indicated the following budgeted water projects that were implemented in the targeted S/Cs:

(i) Deep Borehole drilling (Hand Pumped): Drilling of 7 deep boreholes in Mutunda S/C, 5 deep boreholes in Kiryandongo S/C, 1 deep borehole in Kigumba S/C, and 2 deep boreholes in Masindi Port S/C: Equivalent to a target of 7 out of 15.

(ii) Drilling of one production well at Masindi Port S/C: Equivalent to a target of 0 out of 1.

(iii) MOUs with Water Trust and Salvation Army, gave additional 46 point sources (Deep Boreholes), of which only 35 were in the target S/C: Equivalent to a target of 35 out of 42.

Therefore, the total number of projects implemented in target S/C was 42 out of 58 budgeted projects in the Previous FY 2022/23, equivalent to 72%, which is far below 80%, thereby justifying the score of zero (0) to be entered.

N23_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

A review of the Annual Work Plan/budget for the previous FY 2022/2023 and the sample of 3 WSS contracts revealed the following percentage variation of the engineering estimates:

(a) Project with reference KIRY592/WRKS/22-23/00093: Drilling and Installation of Production Well awarded to M/S KLR (U) LTD at a cost of UGX38,645,000, compared with the Engineer's estimate of UGX39,200,000. This represents a negative variation of UGX555,000; equivalent to a percentage variation of -1.42%.

(b) Project with reference KIRY592/WRKS/22-23/00090 LOT 2: Five Borehole Drilling and Installation awarded to M/S KLR (U) LTD at a cost of UGX133,570,395, compared with the Engineer's estimate of UGX141,600,000. This represents a negative variation of UGX8,029,605; equivalent to a percentage variation of -5.67%.

(c) Project with reference KIRY592/WRKS/22-23/00090 LOT 3: Five Borehole Drilling and Installation awarded to M/S ICON PROJECTS LTD at a cost of UGX137,467,045, compared with the Engineer's estimate of UGX141,600,000. This represents a negative variation of UGX4,132,955; equivalent to a percentage variation of -2.92%.

(d) Project with reference KIRY592/WRKS/22-23/00090 LOT 1: Five Borehole Drilling and Installation was awarded to M/S MAMA BORE WELLS AFRICA LTD at a cost of UGX131,526,045, compared with the Engineer's estimate of UGX141,600,000. This represents a negative variation of UGX10,073,955; equivalent to a percentage variation of -7.11%.

(e) Project with reference KIRY592/SRVS/22-23/00091 LOT 3: Fifteen Borehole Siting and Drilling Supervision was awarded to M/S AQUATECH ENTERPRISES at a cost of UGX60,003,000, compared with the Engineer's estimate of UGX61,600,000. This represents a negative variation of UGX1,947,000; equivalent to a percentage variation of -3.14%.

Therefore, given that the contracted prices of the sampled 5 WSS infrastructure investment contracts for the previous FY 2022/23 were all within +/-20% of the engineer's estimates, a score of 2 was entered.

2

N23_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 AWP and Annual Budget Performance Report (4th Quarter) for the DWSCG for the previous FY 2022/23 that was Signed and submitted by Kiryandongo CAO on 5th/07/2023 to the MWE Permanent Secretary, received by MWE Central Registry and approved by the MWE Rural Water Supply and Sanitation Department (RWSSD) on 12th/09/2023, indicated that all the planned infrastructure projects were completed by the end of the FY 2022/23.

The following were the planned WSS infrastructure projects and level of achievement by the end of the FY 2022/23:

(i) Deep Borehole drilling (Motorized Pump): Planned drilling of a Production Wells in Kaduku RGC in Kaduku II Village, Kaduku Parish in Masindi Port S/C, and achieved 100% at a cost of UGX43,143,750.

(ii) Deep Borehole drilling (Hand Pump): Planned drilling of 15 deep boreholes and achieved 100% at a cost of UGX445,950,772.

Therefore, a score of 2 was entered for 100% of the infrastructure projects completed in the Previous FY 2022/23.

2

3

New_Achievement of Standards:

The LG has met WSS infrastructure facility standards

Maximum 4 points on this performance measure

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

o If there is an increase: score 2

o If no increase: score 0.

From MWE-MIS for the assessment of the Previous FY 2022/23, the rural water functionality for Kiryandongo DLG was **88%**.

From MWE-MIS for the assessment of the Previous FY but one 2021/22, the rural water functionality for Kiryandongo District was **88%**.

The variation in Functionality from 88% in FY 2021/22 to 88% in FY 2022/23, represents **no increase** in the water supply facilities that were functional. Therefore, a score of Zero (0) was entered.

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.

From MWE-MIS for the assessment of the previous FY 2022/23, the rural water Management (functional WSCs that document water user fee collection records and utilize with the approval of the WSCs) for Kiryandongo DLG was 98% while the Management was 87 % for the assessment of the previous FY but one, FY 2021/22. This indicates an increase of $[100 \times (98 - 87)/87 =]$ 12.6 % in the water supply facilities with functional water and sanitation committees, which is an increase of more than 1, and therefore, a maximum score of 2 was entered.

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

There was evidence that the DWO accurately reported on WSS facilities constructed in the previous FY 2022/23.

From the list of 16 constructed WSS facilities in the previous FY 2022/23 as seen in the Kiryandongo DLG Annual Performance Report (4th Quarter Report) for the DWSCG for FY 2022/23, three WSS facilities were sampled and visited, and the following were observed:

Source 1: Drilling and Installation of Deep Bore Hole in Gwara II Cell:

- Facility is located at Gwara II Cell of Southern Ward of Karuma TC with a Source Name of Acutukeng and Source ID of DWD 86501.

- The Deep Bore Hole was implemented with funding from the DWSCG and the UgIFIT.

- It was implemented through Kiryandongo DLG with initials of KIRY592.

- The deep bore hole was drilled and installed by February, 2023

- Facility that provides safe water to over 200 Households has WSC established and trained. WSC is composed of 9 members of which mostly women are in key positions of Chairperson, Vice-Chairperson, Treasurer, and General secretary.

- The facility is functional and the water yield is good and it is deep enough as 12 pipes were installed in the well. The cast platform is in good condition and hand pump installed is ok and the whole pumping system to access ground water is functioning well.

- There is need to plant some trees and pas-puram around the facility to conserve

the soil around the facility. An Interceptor drain is proposed to be constructed to trap surface runoff and divert it away from the water source.

Source 2: Drilling and Installation of Deep Bore Hole in Karagalya Village:

- Facility is located at Karagalya Village in Kyankende Parish of Kyankende S/C with a Source Name of Karagalya COU and Source ID of DWD 79046.
- The Deep Bore Hole was implemented with funding from the DWSCG and the Church of Uganda (COU).
- It was implemented through Kiryandongo DLG with initials of KIRY592.
- The deep bore hole was drilled and installed by February, 2023.
- Facility that provides safe water to over 64 Households has WSC established and trained. WSC is composed of 9 members of which mostly women are in key positions of Chairperson, Vice-Chairperson, Treasurer, and General secretary.
- The facility is functional and the water yield is good and it is deep enough as 8-10 pipes were installed in the well. The cast platform is in good condition and hand pump installed is ok and the whole pumping system to access ground water is functioning well.
- There is need to plant some trees and pas-puram around the facility to conserve the soil around the facility. An Interceptor drain is proposed to be constructed to trap surface runoff and divert it away from the water source.

Source 3: Drilling and Installation of a Production Well in Kaduku RGC:

- Facility is located at Kaduku II Village in Kaduku of Masindi Port S/C with a Source Name of Kaduku II and Source ID of DWD 79110
- The Production Well is under a Program for future motorization, with funding from the DWSCG and the UgIFIT.
- It was implemented through Kiryandongo DLG with initials of KIRY592.
- The production well was drilled and installed by February, 2023
- Facility is temporally installed with a hand pump for community access to safe water but no much care since there is no WSC established yet.
- The facility is functional and the water yield is good and it is deep enough as 18 pipes were installed in the well. The cast

platform is in good condition and hand pump installed is ok and the whole pumping system to access ground water is functioning well.

Therefore, the facilities were constructed and are functioning well, as observed during the field visits and the DWO accurately reported on them in the Annual Performance Report of 4th Quarter in the FY 2022/23. A score of 3 was therefore, accordingly entered.

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

There was evidence that the LG Water Office collects and compiles information on sub-county water supply and sanitation reported in the minutes of the coordination committee meetings held each quarter incorporated in the following Quarterly reports:

(i) 1st Quarter Report for FY 2022/23 submitted by Kiryandongo DLG CAO on 4th/10/2022 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 28th/10/2022.

(ii) 2nd Quarter Report for FY 2022/23 submitted by Kiryandongo DLG CAO on 13th/01/2023 to MWE PS, received by the MWE Central Registry and MWE RWSSD on 29th/05/2023.

(iii) 3rd Quarter Report for FY 2022/23 submitted by Kiryandongo DLG CAO on 14th/04/2023 to MWE PS, received by the MWE Central Registry and MWE RWSSD on 29th/05/2023.

(iv) 4th Quarter Report for FY 2022/23 submitted by Kiryandongo DLG CAO on 5th/07/2023 to the MWE PS and received by the RWSSD on 12th/09/2023.

The other information details on functionality of facilities and WSCs, safe water coverage, and community involvement especially in management through WSCs are also reported in the summary list attached to especially the 4th Quarter report and Form 1s for data collection for new point water sources/facilities. Therefore, a score of 2 was accordingly entered.

2

5

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

Maximum 7 points on

b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled

There was evidence that the LG Water Office updates the MIS (WSS data) as seen in all the Quarterly Reports, the newly constructed facilities are reported, and their details are filled in Form 1 as a data collection form for point water sources for new facilities, detailing location of the new facilities, population served, functionality of WSCs and WSS facilities, etc.).

3

<i>this performance measure</i>	information for planning purposes: Score 3 or else 0	In each Quarterly report, Form 1s are attached with a summary table with column entries: New ID, Parish, Village, Type, YoC, Source name, Source number, Functionality (Functional (F), Non-Functional (NF), Decommissioned (D)), Comment, Free from contamination (Yes/No), Source Funder, Source owner, Management (Fees, Repairs, Meetings, Environment/Sanitation) and Gender: Women in Key Positions. The dates for submission of Quarterly reports are listed below: (a) Quarter One Report was submitted by CAO on 4th/10/2022 to MWE PS, and received by MWE Rural Water & Sanitation Department and Central Registry on 28th/10/2022. (b) Quarter Two Report was submitted by CAO on 13th/01/2023 to MWE PS, received by MWE Rural Water & Sanitation Department and Central Registry on 29th/05/2023. (c) Quarter Three Report was submitted by CAO on 14th/04/2023 to MWE PS, received by MWE Central Registry and Rural Water & Sanitation Department on 29th/05/2023. (d) Quarter Four Report was submitted by CAO on 5th/07/2023 to MWE PS, received by MWE Rural Water & Sanitation Department and Central Registry on 12th/09/2023. Examples of sources recorded in the Quarter Four Report included the following 3 sources which were updated in the MIS: (i) The Source Name is Popara East, which is a Deep Bore Hole (DBH) with source ID of DWD 87705, located in Popara East Village, Kakwokwo Parish in Mutunda S/C at Location Coordinate UTM Zone 36N 420643mE, 228867mN at 1063m amsl. It was funded by D WSCG and UglFT and is under community ownership and communal management. It serves 370 households with each having 6 people, and it is functional (in use). Its WSC was established in December 2022 and was last trained in June 2023. The WSC is composed of 8 members and all are active with 5 women members and 3 women in key positions (Chairperson, Vice-Chairperson, and Treasurer). The information was verified on 30th/06/2023 and updated in MIS. (ii) The Source Name is Hanga Makwei, which is a Deep Bore Hole (DBH) with source ID of DWD 86503, located in Kyogoma II Village, Kichwabugingo Parish in Kiryandongo S/C at Location Coordinate UTM Zone 36N 403855mE, 226342mN at 1112m amsl. It was funded by DWSCG and is under community ownership and communal management. It serves 525 households with each having 6 people, and
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it is functional (in use). Its WSC was established in December 2022 and was last trained in June 2023. The WSC is composed of 8 members and all are active with 5 women members and 3 women in key positions (Chairperson, Treasurer, and Secretary). The information was verified on 30th/06/2023 and updated in MIS.

(iii) Source Name is Kaduku RGC Production Well, which is a Deep Bore Hole (DBH) with source ID of DWD 79110, located in Kaduku II Village, Kaduku Parish in Masindi Port S/C at Location Coordinate UTM Zone 36N 384425mE, 192525mN at 1088m amsl. It was funded by DWSCG & UgiFT and is under community ownership and communal management. It serves 750 households with each having 7 people, and it is functional (in use). Its WSC was established in December 2022 and was last trained in May 2023. The WSC is composed of 6 members and all are active with 4 women members and 3 women in key positions (Chairperson, Vice-Chairperson, and Treasurer). The information was verified on 30th/06/2023 and updated in MIS.

The data, especially the one accumulated for the FY 2022/23 in the 4th Quarter (Annual Performance) report is used as a guide to where to allocate new facilities and resources for planning and budgeting for the current FY 2023/24.

5

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

Maximum 7 points on this performance measure

c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LRG 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.

There was evidence that DWO supported the 25% lowest performing LLGs in the previous FY 2022/23 in developing PIPs.

The performance assessment for the previous FY but one 2021/22 was as follows: Bweyale TC (78%), Kigumba S/C (66%), Kiryandongo TC (66%), Mboira S/C (59%), Kiryandongo S/C (50%), Kyankende S/C (49%), Kichwabugingo S/C (47%), Masindi Port S/C (45%), Kigumba TC (40%), Diima S/C (39%), Karuma TC (31%), Nyamahasa S/C (30%), and Mutunda S/C (8%).

The 25% lowest performing LLGs FY 2021/22 were: Mutunda S/C, Diima S/C, Nyamahasa S/C, and Karuma TC. The DWO supported these lowest performing LLGs with developing and implementing the PIPs in the previous FY 2022/23 and the improvements were noted in the previous FY 2022/23 as follows: Mutunda S/C (79%), Diima S/C (44%), Nyamahasa S/C (44%) and Karuma TC (69%).

Since there was a previous assessment in FY2021/22 that was used to determine the 25% (4) lowest performing LLGs, the basis on which the PIPs were developed and implemented in the previous FY 2022/23, the score of 2 was entered.

2

Human Resource Management and Development

6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff <i>Maximum 4 points on this performance measure</i>	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	Evidence was availed from staff lists and performance contract to confirm the the District Water Officer budgeted for the following staff. Assistant 1. Civil Engineer Water 2. Assistant Engineering Officer (Water) - Hygiene and sanitation 3. Assistant Engineering Officer/Borehole Technician 4. Assistant Water Officer for Mobilization 5. Engineering Assistant (Civil) A total of UGX 74,400,000 was provided for in Kiryandongo DLG budget for FY 2023/2024 as wage for staff of the water sector	2
6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff <i>Maximum 4 points on this performance measure</i>	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	Evidence was availed to the assessor to confirm that the District Natural Resource Officer had budgeted for critical staff including: 1. District Natural Resource Officer 2. Environment Officer 3. Forestry Officer A total of UGX 494,400,000 was provided for in Kiryandongo DLG budget for 2023/2024 as wage for Natural Resources staff	2
7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans. <i>Maximum 6 points on this performance measure</i>	a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3	The following staff from the District Water Office staff were appraised during the previous FY: - Muhumuza Samuel – Water Officer was appraised on 30th June 2023 - Ojara John Bosco – Assistant Engineering Officer (water) was appraised on 29th June 2023 - Thomas Odoch - Assistant Water Officer for Mobilisation was appraised on 30th June 2023	3

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 identified Capacity needs of staff from the performance appraisal process but no training plans were developed and no training was conducted.

- Since no training was conducted for the District Water Office staff, there were no training reports.
- There was also no Kiryandongo DLG Capacity Building Plan or Training Database for FY 2022/23 that was supposed to be prepared by the Principal Human Resource Officer (PHRO) of Kiryandongo DLG.
- Therefore, based on the above, a score of zero (0) was entered.

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

Safe Water Coverage (SWC) data for Kiryandongo for previous FY 2022/23 showed District Average of 75% and the following SWC by Lower Local Governments: Bweyale TC (66%), Kigumba TC (72%), Kirayndongo TC (95%) and Kiryandongo Refuge Settlement S/C (51%) all under NWSC; Masindi Port S/C (95%), Kiryandongo S/C (81%), Kigumba S/C (79%) and Mutunda S/C (74%) of which only Mutunda S/C has SWC below the District Average and was the target S/C.

The AWP for the current FY 2023/24 was submitted by CAO to MWE-PS on 4th/07/2023, received by MWE Central Registry and approved by Rural Water Supply and Sanitation department on 12th/09/2023. The Budget for the Current FY 2023/24 indicated the following infrastructure projects planned and budgeted:

(a) Deep Borehole drilling (Hand pump) in Abindo A Cell, Diima Parish in Mutunda S/C at UGX36,209,000;

(b) Deep Borehole drilling (Hand pump) in Okwece B Cell, Diima Parish in Mutunda S/C at UGX36,209,000;

(c) Deep Borehole drilling (Hand pump) in Kiryampungura Village, Kitwara Parish in Kiryandongo S/C at UGX36,209,000;

(d) Deep Borehole drilling (Hand pump) in Mulyantaama Village, Kitwara Parish in Kiryandongo S/C at UGX36,209,000;

(e) Deep Borehole drilling (Hand pump) in Karakove Village, Mboira Parish in Kiryandongo S/C at UGX36,209,000;

(f) Deep Borehole drilling (Hand pump) in Mboira Seed School in Mboira Parish, Kigumba S/C at UGX36,209,000;

(g) Construction of a Solar Powered Mini-

Piped Water Supply System (SPMPWSS) at Nanda RGC in Nyamahasa Parish, Mutunda S/C at a cost of UGX339,970,000.

- The Total Investment in the targeted Mutunda S/C = $[(\text{UGX}36,209,000) \times 2 + \text{UGX}339,970,000] = \text{UGX}412,388,000$.
- Total NOT invested in targeted Mutunda S/C = $[(\text{UGX}36,209,000) \times 4] = \text{UGX}144,836,000$.
- Total Investment in Water supply and Sanitation infrastructure projects for the Current FY 2023/24 = $(\text{UGX}412,388,000 + \text{UGX}144,836,000) = \text{UGX}557,224,000$.
- Percentage of Total Investment in Water supply and Sanitation infrastructure projects that goes to the targeted Mutunda S/C = $(\text{UGX}412,388,000 / \text{UGX}557,224,000) \times 100 = 74.0\%$.

This falls in the range (60 - 79) %, and a score of 1 was therefore entered.

8

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

Maximum 6 points on this performance measure

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

There was no evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY 2023/24.

- There was no information on allocation per source found on the notice boards of both the district and sampled S/Cs of Masindi Port and Kyankende, and Karuma TC.
- There were quarterly district software reports seen in the Quarterly Progress Reports but these never contained information of allocations to the targeted Mutunda S/C.
- There was a report by the Senior Community Development Officer (SCDO) to the DWO, dated 27th/04/2023 with title "Report on S/C level water and sanitation planning/advocacy meeting". The purpose of the planning/advocacy meeting was to share with S/C key stakeholders workplan and implementation status for FY 2022/23, discuss WASH challenges and also agree on priorities for FY 2023/24. However, this never included allocations per source for the current FY 2023/24.

Therefore, a score of zero (0) was entered.

0

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

Maximum 8 points on this performance measure

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

- 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

There was no evidence that the District Water Office monitored each of the WSS facilities, at least quarterly.

- The list of the WSS facilities in the LG had 22 pages with 42 listed facilities each and the last page 23 with 24 facilities listed, giving 948 sources.
- Only 27 sources were monitored on water quality analysis for the 1st Quarter, dated 15th/12/2022; 2nd Quarter, dated 22nd/12/2022; 3rd Quarter, dated 22nd/02/2023; and 4th Quarter, dated 6th/06/2023.
- The newly constructed 16 facilities for the previous FY 2022/23 were monitored twice as seen in the Project Implementation Progress Report to CAO by the Works Department- Water Sub-sector, dated 30th/01/2023, and the Joint technical monitoring report by SLO and SCDO on newly drilled and rehabilitated boreholes by Water Trust.

The above information indicates only 27 facilities monitored at least quarterly, representing 2.84%, which falls far below 80%, and a score of zero (0) was entered.

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

Maximum 8 points on this performance measure

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

There was evidence that the DWO conducted quarterly DWSCC meetings and key issues identified from quarterly monitoring of WSS facilities were discussed as identified in the following:

- Minutes of the 4th Quarter Kiryandongo DLG District Water and Sanitation Coordination Committee Meeting held on 10th/07/2023 at the District Conference Hall, attended by 21 participants: Especially under agenda item 6 on "Presentation and discussion of reports: Sector reports from DWO; Sanitation in Schools by District Education Officer; Reports on Shadoofs in Bweyale TC by Town Clerk and Manager NWSC; and Briefs from WASH Partners", and agenda item 7 on "Way forward".
- Minutes of the 3rd Quarter Kiryandongo DLG District Water and Sanitation Coordination Committee Meeting held on 20th/06/2023 in the District Conference Hall, attended by 22 participants: Especially under agenda item 6 on "Presentation and discussion of reports: Sector reports from DWO; Sanitation in Schools by District Education Officer; Reports on Shadoofs in Bweyale TC by Town Clerk and Manager NWSC; and Briefs from WASH Partners", and agenda item 7 on "Way forward".
- Minutes for the Second Quarter Kiryandongo DLG District Water and Sanitation Coordination Committee Meeting

held on 15th/03/2023 at the District Headquarters, attended by 23 participants: Especially under agenda item 6 on “Presentation and discussion of reports: Sector reports from DWO; Sanitation in Schools by District Education Officer; Reports on Shadoofs in Bweyale TC by Town Clerk and Manager NWSC; and Briefs from WASH Partners”, and agenda item 7 on “Way forward”.

- Minutes for the First Quarter Kiryandongo DLG District Water and Sanitation Coordination Committee Meeting held on 12th/01/2023 at the District Headquarters, attended by 23 participants: Especially under agenda item 6 on “Presentation and discussion of reports: Sector reports from DWO; Sanitation in Schools by District Education Officer; Reports on Shadoofs in Bweyale TC by Town Clerk and Manager NWSC; and Briefs from WASH Partners”, and agenda item 7 on “Way forward”.

The DWSCC resolved that piped water should be prioritized for rural areas, and efforts of drilling production wells to be motorized to make Mini-piped schemes are being made as even seen in the Current Budget and AWP. It was also resolved that out of the different servicing technologies in the DLG, Shallow wells should be phased out and no shallow well is to be implemented in the current FY 2023/24 as seen from the AWP and Budget for the current FY. The Shadoof water sources were found to be highly contaminated, as seen in the Quarterly Monitoring reports, and efforts have been put in place to make sure that NWSC puts alternative public stand taps (PSTs) in Town Council areas where Shadoofs were operating. In place also are committees at the Town Council level to handle Shadoof issues and thereafter a resolution shall be passed for enforcement to close the structures.

Since the DWO conducted quarterly DWSCC meetings and key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the AWP for the current FY 2023/24, then a score of 2 was entered.

9	Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support. <i>Maximum 8 points on this performance measure</i>	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 allocations for the Current FY 2023/24 to LLGs with Safe Water Coverage (SWC) below the LG average were displayed on notice boards and the district website. • At the district notice board, no information on the current FY 2023/24 allocations to the target S/C was displayed. • For the sampled facilities in Kyankende S/C, Masindi Port S/C, and Karuma TC, no information on the current FY 2023/24 allocations to the target S/C was displayed on their notice boards. Therefore, a score of Zero (0) was entered.	0
10	Mobilization for WSS is conducted <i>Maximum 6 points on this performance measure</i>	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: • If funds were allocated score 3 • If not score 0	The Total Non-Wage Recurrent budget for the previous FY 2022/23 was UGX104,147,388 while the amount spent on Mobilization was UGX 49,754,776 (=42,467,388 +7,287,388), which is 47.8% of the NWR. This percentage is more than the minimum of 40% as per sector guidelines. Therefore, a score of 3 was entered.	3
10	Mobilization for WSS is conducted <i>Maximum 6 points on this performance measure</i>	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.	The quarterly software reports in the Quarterly progress reports for the previous FY 2022/23 indicated that WSCs were established and trained. A sample of 3 facilities was made and visited, and training content memorization by the trainees was investigated. The following were noted: (1) Facility source name: Deep Bore Hole Acutukang in Gwara II Cell, Southern Ward, Karuma TC with ID DW D86501, funded by DWSCG and UgIFT. • It was constructed in February 2023 to serve approximately 200 Households, • It had WSC established and comprised of 9 members, of which five women are in key positions (Chairperson, Vice-Chairperson, Treasurer, General Secretary, and Care-taker. • 85 beneficiaries composed of 50 males and 35 females were trained on their roles and on Operation & Maintenance (O&M). • They remembered and implemented some of the training content like putting up a fence, planting pas-puram grass to control soil erosion around the facility, constructing of a soak pit at the end of the drainage channel, and maintaining the cleanliness of the facility. (2) Facility source name: Deep Bore Hole	3

Karagalya COU in Karagalya I Village, Kyankende Parish, Kyankende S/C, with ID DWD 79046, funded by DWSCG and UgIFT.

- It was constructed in February 2023 to serve approximately 64 Households,
- It had WSC established and comprised of 9 members, of which four women are in key positions (Chairperson, Vice-Chairperson, Treasurer, and General Secretary).
- 61 beneficiaries composed of 34 males and 27 females were trained on their roles and on Operation & Maintenance (O&M)
- They remembered and implemented some of the training content like putting up a fence, planting pas-puram grass to control soil erosion around the facility, constructing of a soak pit at the end of the drainage channel, and maintaining the cleanliness of the facility.

(3) Facility source name: Production Well Kaduku RGC in Kaduku II Village, Kaduku Parish, Masindi Port S/C, with ID DWD 79046, funded by DWSCG and UgIFT.

- It was constructed in February 2023 to serve approximately 64 Households.
- It had WSC established and comprised of 8 members, of which one woman is in a key position (Vice-Chairperson).
- 48 beneficiaries composed of 32 males and 16 females were trained on their roles and on Operation & Maintenance (O&M).
- There were no beneficiaries at the site at the time of the visit to investigate the recall of training content. Temporarily a hand pump head was fitted to allow community access to safe water and therefore no fence was placed, no proper care of the surrounding environment was done as there is grown grass along the drainage channel, and at the end, no soak pit was constructed. The relaxation in facility care is that, soon it will be motorized as planned for a mini-piped system.

It can be concluded from the quarterly software reports and in almost all sampled facilities that the WSCs were established and trained with the right content that they recollected and implemented accordingly. Therefore, a score of 3 was entered.

Investment Management

11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance</i>	a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:	There was an up-to-date LG Asset Register hardcopy printed on A3 paper sizes, and the cover page has a Title of “Kiryandongo District Local Government Asset Register for Water facilities up to 2023” with facilities listed from 1952 to the current Assessment
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measure

Score 4 or else 0

FY 2022/23 with the following column entries of: Assets Register with Column entries of Asset Category Class, Asset Category Sub-Class, Asset Account, Asset Number, Type, Source DWD ID, Source Name, Capacity/Volume, Present Status, Date Placed in Service, Investment Cost, Village, Sub-county, County, District.

The Assets register was up-to-date as it captures the WSS facilities that were constructed during the last FY 2022/23 and previous years as listed:

(a) Luciri Deep Borehole (Hand pump) with ID DWD 86563 found in Kimogoro A village, Kakwokwo parish in Mutunda S/C was constructed in 2023 with funding from DWSCG/UgIFT and was Functional.

(b) Ranch 7 Deep Borehole (Hand pump) with ID DWD 79047 found in Kawiti B village, Kakwokwo parish in Mutunda S/C was constructed in 2023 with funding from DWSCG and was Functional.

(c) Kasanja Trading Center Deep Borehole (Hand pump) with ID DWD 87239 found in Kasanja A village, Kakwokwo parish in Mutunda S/C was constructed in 2021 with funding from DWSCG and was Functional.

(d) Nseka Deep Borehole (Hand pump) with ID DWD 78839 found in Kiryanseka village, Waibango parish in Masindi Port S/C was constructed in 2022 with funding from DWSCG and was Functional.

(e) Kaliro Deep Borehole (Hand pump) with ID WDD/3436 found in Kamoika village, Waibango parish in Masindi Port S/C was constructed in 1990 and was Functional.

(f) Myeba-Katooma Deep Borehole (Hand pump) with ID DWD 87706 found in Kaduku I village, Kaduku parish in Masindi Port S/C was constructed in 2010 with funding from PRDP and was Functional.

(g) Cluster J Deep Borehole (Hand pump) with ID DWD 59758 found in Cluster J village, Ranch 37 parish in Kiryandongo Ranch S/C was constructed in 2017 with funding from UNICEF and was Functional.

(h) Dyang Prison Deep Borehole (Hand pump) with ID DWD 41255 found in Mobi village, Kyankende parish in Kiryandongo S/C was constructed in 2013 with funding from DWSCG and was Functional.

(i) Ranger Zone Deep Borehole (Hand pump) with ID DWD 86504 found in Kihura village, Kyankende parish in Kiryandongo S/C was constructed in 2023 with funding from DWSCG/UgIFT and was Functional.

(j) Techwaa Deep Borehole (Hand pump) with ID DWD 22129 found in Tecwa village, Kitwara parish in Kiryandongo S/C was

constructed in 2006 with funding from CCT-Techwaa and was Functional.

However, the register should also include the WSCs/WUCs established and/or trained, WUCs/WSCs composition by Gender as is indicated in the viewed Form 1s and Form 4s.

Since the WSS Facilities for the Assessment FY 2022/23 were all included, then this Asset Register is up-to-date, and a score of 4 was therefore entered.

11

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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:

Score 4 or else score 0.

Evidence was provided which showed the, LG DWO, District Engineer, Senior Environment Officer conducted desk appraisals for all WSS projects for FY 2023/2024. The prioritized investments were profiled in the LG DP III and in the approved AWP. The plans are eligible for expenditure under sector guidelines. The projects were appraised by, DWO, District Engineer, Senior Environment Officer and DCDO on 10th March 2023.

The projects were:

1. Deep borehole drilling at Karuma T/C.
2. Deep borehole drilling at Kiyandongo S/c.
3. Deep borehole drilling at Gwara II, Southern Ward, Karuma T/c.
4. Deep borehole drilling at Kimogoro-Kisenyi-Luciri at Mutundo S/c.
5. Deep borehole drilling at Mulyantama, Kiyandongo S/c.
6. Deep borehole drilling at Karuma T/c.
7. Deep borehole drilling at Abindo-A, Karuma T/c.
8. Deep borehole drilling at Pii-Akeyo, Diima S/c.
9. Deep borehole drilling at Kimogoro, Mutunda S/c.

4

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

c. All budgeted investments for current FY have completed applications from beneficiary communities:
Score 2

There was evidence that the beneficiary communities applied for WSS investments for the current FY 2023/24 as seen from the following applications/requests sampled:

- LC 1 Chairperson Kitwara/Mulyantama, Kitwara Parish in Kiryandongo S/C applied for new borehole, listed with 66 households and dated 6th/06/2023.
- Request made to the CAO on 13th/07/2023 by the Head Teacher for a borehole from Mboira Secondary School through the Water Department, Kiryandongo DLG and the Mboira S/C Chief.
- Request by the LC 1 Chairperson for Apodorwa 1 Village to the District Water Officer on 24th/05/2023 for putting a borehole in Apodorwa village, Apodorwa Parish in Mboira S/C.
- Application for a deep-water borehole by the LC 1 Chairperson to the DWO through the Town Clerk of Karuma TC on 3rd/11/2022 in Abindo "A" Cell found in Karuma TC.
- Request for a clean water source by the LC 1 Chairperson for Okwece B Cell in Northern Ward of Karuma TC to the District Water Officer through the Town Clerk on 28th/11/2022.

Therefore, all the budgeted investments for current FY 2023/24 have completed applications from beneficiary communities, and a score of 2 was entered.

11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	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	Evidence was provided that the LG DWOSenior Environment Officer, DCDO, District Engineer conducted field appraisal to check technical feasibility, environmental social acceptability and customized designs for Water Supply and Sanitation Services projects. The field appraisal was carried out as per reports dated, 13th and 14th March 2023. The projects to be implemented were: 1. Deep borehole drilling at Karuma T/C. 2. Deep borehole drilling at Kiyandongo S/c. 3. Deep borehole drilling at Gwara II, Southern Ward, Karuma T/c. 4. Deep borehole drilling at Kimogoro-Kisenyi-Luciri at Mutundo S/c. 5. Deep borehole drilling at Mulyantama, Kiryandongo S/c. 6. Deep borehole drilling at Karuma T/c. 7. Deepborehole driing at Abindo-A, Karuma T/c. 8. Deep borehole drilling at Pii-Akeyo, Diima S/c. 9. Deep borehole drilling at Kimogoro, Mutunda S/c.	2
11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	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 were no Environmental and Social Screening Forms for water projects, and mitigation measures put in place seen by the time of assessment for; Installation and drilling of 6 boreholes budgeted at 177,0000,000UGX Solar piped water system at Nanda budgeted for 326,000,000UGX	0

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

Maximum 14 points on this performance measure

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

There is evidence that water and sanitation infrastructure projects have been incorporated in the LG approved procurement plan

The assessor reviewed two submissions of the CAO Kiryandongo to PS/ST of updated procurement plans for the financial year 2022/23 and 2023/24 dated 20th June 2023 and 3rd October 2023. In both documents, water and sanitation projects have been included.

For financial year 2022/23 the Water and Sanitation projects included in the procurement plan were the following:

15 deep borehole drilling and installation with engineers' estimate of UGX. 424, 800, 000.00

15 deep borehole siting and drilling supervision with engineers' estimate of UGX. 69, 150, 000.00

Siting of production well with engineers' estimate of UGX. 39, 200, 000.00

Drilling and installation of production well at Kaduku rural growth centre with engineers' estimate of UGX. 122, 400, 000.00

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

Maximum 14 points on this performance measure

b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:

There was evidence that the water supply and public sanitation infrastructure for the previous year was approved by the contracts committee before commencement of construction

The three sampled projects were awarded as follows:

1. The contracts committee that sat on 24th October 2022 approved the evaluation report and finally awarded the contract of Drilling and installation of 5 boreholes LOT i to M/S Mama bore wells Africa Ltd at a cost of UGX. 131,526,045.00 under minute 04/04/CC/KDLG/2022-23

2. The contracts committee that sat on 24th October 2022 approved the evaluation report and finally awarded the contract of Drilling and installation of additional 5 boreholes LOT ii to M/S KLR (U) Ltd at a cost of 133,570,395.00 under minute 04/04/CC/KDLG/2022-23

3. The contracts committee that sat on 24th October 2022 approved the evaluation report and finally awarded the contract of Drilling and installation of production well at Kaduku to M/S KLR (U) Ltd at a cost of UGX. 38,645,000.00 under minute 04/04/CC/KDLG/2022-23

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

Maximum 14 points on this performance measure

c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines
Score 2:

There was evidence that District Water Officer properly established Project Implementation Team (PIT) as specified in water sector guidelines.

The assessor saw copy of a letter referenced CR/207/1 dated 12th January 2023 signed by Mr. Martin Jacan Gwokto the CAO of Kiryandongo LG appointing members of PIT for all the sectors (health, education, water) and for all projects but specifying different officers as contract Manager and project manager. Eight officers were appointed (1) Dacan Denis the Principal Assistant Secretary, (2) Balikagira Julius – District Planner, (3) Obwona Richard – Chief Finance Officer (4) Dabanja Geoffrey – District Community Development Officer (5) Niyonzima Emmanuel – District Engineer (6) Muhumuza Samuel – District Water Officer (7) Businge Zalfa – Senoir Environment Officer (8) Achola Jackline – Senoir Labour Officer

The composition was as indicated in guidelines (contract manager, Project manager, Clerk of works, Environment Officer, Community Development Officer and Labour Officer).

From the District Engineers' files and that of Water officer it could be seen that PITs for projects were functional as they attended project meetings as seen from minutes of these meetings.

Monthly progress reports seen indicated attendance from all the PIT members.

All the field monitoring reports sampled had records of attendance of all PIT members.

Many final and interim payment certificates were sampled and in all cases these certificates were endorsed by all line PIT members.

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

There was evidence that the water infrastructures sampled were constructed as per the standard technical designs provided by the DWO.

The contracts that were sampled and facilities visited included:

(a) **Contract - Kiry592/WRKS/22-23/00093 Lot 1** Drilling of Deep Boreholes, 5No, under Lot 1 at contracted amount of UGX131,526,045: Facility source name: **Deep Bore Hole Acutukang in Gwara II Cell, Southern Ward, Karuma TC with ID DW D86501, funded by DWSCG and UgIFT.**

(b) **Contract - Kiry592/WRKS/22-23/00090 Lot 3** Drilling of Deep Boreholes,

5No, under Lot 3 at contracted amount of UGX137,467,045: Facility source name: **Deep Bore Hole Karagalya COU in Karagalya I Village, Kyankende Parish, Kyankende S/C, with ID DWD 79046, funded by DWSCG and UgIFT.**

(c) **Contract - Kiry592/WRKS/22-23/00093** Drilling of a Production Well at Kaduku RGC by KLR-Uganda Limited at contracted amount of UGX38,645,000: **Production Well Kaduku RGC in Kaduku II Village, Kaduku Parish, Masindi Port S/C, with ID DWD 79046, funded by DWSCG and UgIFT.**

(I) The technical design provided by the DWO for Deep Boreholes included the following:

(i) Preliminaries; (ii) Drilling works; (iii) Well lining; (iv) Well development works; (v) Apron and Platform Casting; (vi) Engraving; (vii) Pump Installation; and (viii) Environmental works.

(a) Well Lining and Well Development Works

- Installation of 3m-jointed Plain Castings to the approval of Engineer Specification: 6-inch diam uPVC, Blue Bottom end plugged or capped.
- Installation of 3m-jointed Screen Castings to the approval of Engineer Specification: 6-inch diam uPVC Blue.
- Installation of lake-washed gravel packing (in 50kg bags) in saturation zones.
- Allow for sustained progressive blowing-out until water is clear and free of sediments and silts for the development of the well.
- Injection of cement grouting seal(s).
- Allow for inert backfilling, consolidated in layers.
- Installation of a 3-m-deep clay sanitary seal of the Well.
- Pumping Test.
- Well recovery monitoring.
- Allow for sampling and clinical water quality tests (Use a Government-recognized Water Laboratory – prescribed in technical specifications).
- Spread level of all retrieved soil around the borehole site and landscape. Cart away mud and all waste from the site referring to technical specifications.

(b) Apron and Platform casting, Engraving, and Pump Installation

Construct hand pump platform with drainage channel and soak pit to drawing details, Civil concrete works to BS8100, structure engraved.

- Concrete works – Apron finished smooth
- Reinforcement steel Y10; Wire stirrups R6
- Construct soak pit: Dimensions 1.2m x 1.2m x 1.8m deep, filled with hardcore stone, finished with a 200-micron water-tight membrane and return soil to natural ground profile and drawing details.
- Supply a 400mm x 300mm marble label placard for well engraving identification labels that include Borehole Number, Name of Source, Name of Village, Source of fund, date of completion; Affixed on the apron in fresh concrete.
- Installation of Stainless Steel Pipes/Rods riser main.
- Provisional sum for the supply of U2 handpump complete with above-ground superstructure Pedestal specification two-step (elescpic) 200mm/150mm diameter.
- Allow for branding of the handpump head with the inscription “KIRY WATER DEPT” by permanent etch stamp.
- Construct a wooden fence structure and storm cut-off drain around the completed borehole.
- Plant tree seedlings at the borehole site.

(c) Other specifications: Tube Well; Drill diameter: 203mm; Cased: 152 mm 151/167 uPVC casing; Well depth: 55 – 120 m; and Risers: Stainless steel.

(II) Technical Specifications for Production Well

- Drilling method of choice: Rotary drill supported by compressed air and appropriate drill rods, bits & hammers.
- Bore size: 300mm minimum diameter, 500mm maximum diameter.
- Well size, cased: 152 mm diameter
- Total drilling depth: 80 – 130 mbgl
- Maximum casing depth projected: 115m
- Minimum well yield: 10 m³/h
- Casing and screen pipes: uPVC, 168mm OD, threaded joints, blue color-coded
- Screens and screen packs: < 1mm screen slots, 2-3 mm particle size, well-graded, lake-washed gravel pack
- Apron and drainage works: Reinforced concrete base: 1:2:4 12mm machine-

crushed aggregate, cast in situ in a mold.

- Reinforcement steel: Y10 Rebar, R6 Stirrups, BRC mesh G8
- Initial handpump installed: U2 (Mark II)
- Installation depth: 21 – 57 m
- Riser mains: 32mm stainless steel 3m riser pipes, SS connecting rods.
- Deep pump installation: Heavy duty pump, heavy duty handle for pump installation depth greater than 48m
- Engraving: On 430mm x 330mm marble plaque cast on the apron and inscriptions etched on the head assembly. Key information inscribed: Location, Source Name, Source ID Number, Source of Fund, Year of Construction.
- Well numbering: The Production borehole shall have a DWD Number
- Environmental structures: Well fence, soak pit, storm-cut-off drain, Site well leveled, consolidated, planted with grass.
- Environmental safeguards: No spillage, no litter, natural ground profile restored, wastes/debris disposed off safely, site delivered clean.
- Water quality: Laboratory water quality certificate for each well from the designated laboratory.

All the above Technical designs/specifications were followed as observed from the superstructures above the ground and surrounding environment for each of the sampled facilities. Therefore a score of 2 was entered. There was evidence that the relevant technical officers carried out monthly technical supervision of WSS infrastructure projects, including engineers, environment officers, and community development officers at critical stages of construction.

Files of the sampled projects were scrutinized for information.(1) Drilling and installation of 5 boreholes LOT II (2)Drilling and installation of 5 boreholes LOT III (3) Drilling and installation of production well at Kaduku rural growth Centre

As indicated Drilling and installation of production well is located at Kaduku rural growth centre. The location of the 5 boreholes for LOT II were indicated to be at Kiryampungura Angaba Kitwara Parish Kiryandongo S/C, Mulyantaama Kitwara Parish Kiryandongo S/C, Okwece B cell – Karuma T/C, Bweyale T/C.

Examples of attendance project meetings is the monthly meeting on Drilling and installation of 5 boreholes LOT II awarded to

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

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

Maximum 14 points on this performance measure

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M/S KLR Ug. Ltd at a contract sum of UGX. 133, 570, 395.00 and Drilling and installation of 5 boreholes LOT III awarded to M/S Icon Projects Ltd at a contract sum of UGX. 137, 467, 045.00 - The meeting took place on 16th March 2023 and was chaired by the CAO Mr. Martin Jacan Gwokto and the secretary was Mr. Murungi Emmanuel. In attendance were Muhumuza Samuel - District Water Officer, Balikagira Julius - District Planner, Niyonzima Emmanuel - District Engineer, Dabanja Geoffrey - District Community Development Officer and several other officials were in attendance

Another example is the 2nd District water and sanitation coordination meeting held on 15th May 2023 Chaired by the CAO Mr. Martin Jacan Gwokto. In attendance were Etole Vinance - Assistant District Water Officer, Baguma Erastus - Parish Chief Kiryandongo S/C, Mwambo Joel - Environment Officer, Onyai Richard - Superintendent of Works, Odoch Thomas - Senior Community Development Officer, and several other officials were in attendance

Progress reports seen indicated participation of PIT members. Example include Progress reports on implementation of capital projects dated 30th June 2023 signed off by the Ag. District Engineer Eng. Niyonzima Emmanuel and Muhumuza Samuel - the District Water officer

One example of support supervision is the report on Drilling and installation of production well at Kaduku rural growth centre dated 5th June 2023 signed off by Muhumuza Samuel - District Water Officer Achola Jackline - Senoir Labour Officer, Niyonzima Emmanuel - District Engineer, Ochiba James Assistant District Health Officer, Businge Zalfa - Senoir Environment Officer, Dabanja Geoffrey - District Community Development Officer. Dacan Denis the Principal CAO, Balikagira Julius - District Planner

12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements <i>Maximum 14 points on this performance measure</i> .	f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts o If 100 % contracts paid on time: Score 2 o If not score 0	The DWO, District Engineer, CDCO, and Senior Environment verified works and initiated payments of contractors, but were not paid within the 14 days' timeframe. Sample of 3 payments were. 1. Drilling, Installation of 5 deep boreholes Lot 3. Procurement Number. KIRY592/WRKS/22-23/00009/LOT 3 by Icon Project Ltd. Requisition for funds on 10/03/2023. Certified works on 29/05/2023 and paid on 28/06/2023 by EFT. 6424789, UGX. 130,583,352. 2. Drilling, test Pumping, casting and installation of 5 boreholes. Procurement Number. KIRY592/WRKS/22-3/00090/LOT 2 by KLR Uganda Ltd. Requisition for funds on 11/05/2023. Certified works on 29/05/2023 and paid on 28/06/2023 by EFT. 6425899, UGX. 126,891,814.3. Sitting and drilling supervision of 5 deep borehole. Procurement Number. KIRY592/WRKS/22-23/00091/LOT 3 by Aquatech Enterprises Uganda Ltd. Requisition for funds on 06/03/2023. Certified works on 29/05/2023 and paid on 28/06/2023 by EFT. 6425941, UGX. 20,001,000. For 3 the sampled projects, payments to the Contractors was not effected within the timeframe of the contracts.	0
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements <i>Maximum 14 points on this performance measure</i> .	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 complete procurement files for water infrastructure investments are in place for each contract with all records as required by PPDA Law. Three files were sampled (1) Drilling and installation of 5 boreholes LOT II (2) Drilling and installation of 5 boreholes LOT III (3) Drilling and installation of a production well at Kaduku rural growth centre. As indicated Drilling and installation of production well is located at Kaduku rural growth centre. The location of the 5 boreholes for LOT II were indicated to be at Kiryampungura Angaba Kitwara Parish Kiryandongo S/C, Mulyantaama Kitwara Parish Kiryandongo S/C, Okwece B cell – Karuma T/C, Bweyale T/C. Drilling and installation of 5 boreholes LOT II was awarded to M/S KLR Ug. Ltd at a contract sum of UGX. 133, 570, 395.00 The assessor looked through the file and found that the file contains documentation as required by PPDA regulations. Some of the key documents were the following (1) Fully signed PP form 1 from Water Department – DWO dated 29th April 2022 (2) The evaluation reports that the contracts committee based the award of the	2

contract to M/S KLR Ug. Ltd at a contract sum of UGX. 133, 570, 395.00 through the contract committee minute 04/04/CC/KDLG/2022-23 dated 24th Oct. 2022 (3) Payment requests from the contractor (4) Payment records (5) progress reports and many other documents like records of best evaluated bidders, award communication letter, acceptance letter by the best evaluated bidder, contract agreement, commencement order and others.

Drilling and installation of 5 boreholes LOT III was awarded to M/S Icon Projects Ltd at a contract sum of UGX. 137, 467, 045.00

The assessor looked through the file and found that the file contains documentation as required by PPDA regulations. Some of the key documents were contains the following (1) Fully signed PP form 1 from Water Department – DWO dated 29th April 2022(2) The evaluation reports that the contracts committee based the award of the contract to M/S Icon Projects Ltd at a contract sum of UGX. 137, 467, 045.00 through the contract committee 04/04/CC/KDLG/2022-23 dated 24th Oct. (3) Payment requests from the contractor (4) Payment records (5) progress reports and many other documents like records of best evaluated bidders, award communication letter, acceptance letter by the best evaluated bidder, contract agreement, commencement order and others.

Drilling and installation of production well at Kaduku rural growth centre was awarded to M/S KLR UG. Ltd at a contract sum of UGX. 38, 645, 000.00

The assessor looked through the file and found that the file contains documentation as required by PPDA regulations. Some of the key documents were contains the following (1) Fully signed PP form 1 from Water Department – DWO dated 29th April 2022 (2) The evaluation reports that the contracts committee based the award of the contract to M/S KLR UG. Ltd at a contract sum of UGX. 38, 645, 000.00 through the contract committee minute 010/04/CC/KDLG/2022-23 dated 24th October (3) Payment requests from the contractor (4) Payment records (5) progress reports and many other documents like records of best evaluated bidders, award communication letter, acceptance letter by the best evaluated bidder, contract agreement, commencement order and others.

Environment and Social Requirements

13	Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework <i>Maximum 3 points this performance measure</i>	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: Score 3, If not score 0	The LG had grievances recorded, investigated, responded to and redress reported under water and environment. Example; On 11/4/2023 a case was reported concerning land conflict of one, Muguzi Robinson who refused to sign land consent forms for drilling a production well and demanded for compensation. The case was resolved through mediation and meeting held and Robinson signed the consent forms on 20/3/2023	3
14	Safeguards for service delivery <i>Maximum 3 points on this performance measure</i>	Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs: Score 3, If not score 0	There was evidence that the LG had Water source and catchment protection and natural resource management guidelines disseminated to CDOs example; Report on WASH for extension workers held on 21/02/2023 at Youth center, Kiryandongo DHQ.16 CDOs were in attendance. In the report, Min 6 mentioned presentation of guidelines e.g. stakeholder participation, planning of teams and helping in understanding catchment planning process	3
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	There was evidence in the LG to show water source protection plans and natural resource management plans for WSS infrastructure projects constructed during the previous FY prepared and implemented. Example; Preparation and implementation of WCRG-report on ESS monitoring for water projects in villages of Myeeba, Kaluku, Mile 16 i.e. facilities were functional, good yield quality, protection of Boreholes and tree planting implemented on 1/6/2023.The report signed by the Environment officer. Sensitization of communities in critical requirements conducted from 21-30 Nov 2022 in 16 water points and committees formed including 32 Males and 16 Females	3
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 3, If not score 0	There was evidence that all WSS projects were implemented on land where the LG had proof of consent. (1) Sampled facility: Production Well Kaduku RGC in Kaduku II Village, Kaduku Parish, Masindi Port S/C, with ID DWD 79046, funded by DWSCG and UgIFT. • Production Well (Deep Borehole) Consent form with the land owner as Sunday Edward of Kaduku II Village, Kaduku parish in	3

Masindi Port S/C for voluntary land contribution without compensation. The land of size 10m x 10m is under the Freehold land tenure system was contributed indefinitely and the owner signed an affidavit of declaration of offer that was confirmed by the LC1 Chairperson of Popara East Village, Kakwokwo Parish in Mutunda S/C.

(2) Sampled facility: Deep Bore Hole Acutukang in Gwara II Cell, Southern Ward, Karuma TC with ID DW D86501, funded by DWSCG and UgIFT.

- Borehole Consent form with land owner as Ozelle Kizito of Gwara II Cell, Karuma TC for voluntary land contribution without compensation. The land of size 10m x 10m is under the Customary land tenure system was contributed indefinitely and the owner signed an affidavit of declaration of offer that was confirmed by the LC1 Chairperson of Gwara II Cell, Southern Ward, Karuma TC.

(3) Sampled facility: Deep Bore Hole Karagalya COU in Karagalya I Village, Kyankende Parish, Kyankende S/C, with ID DWD 79046, funded by DWSCG and UgIFT.

- Borehole Consent form with land owner as Oryema George of Karagalya I (Kihura) Village, Kyankende parish in Kyankende S/C for voluntary land contribution without compensation. The land of size 10m x 10m is under the Customary land tenure system was contributed indefinitely and the owner signed an affidavit of declaration of offer that was confirmed by the LC1 Chairperson of Kyankende Village, Kyankende Parish in Kyankende S/C.

Other sampled Consent forms listed include:

(4) Borehole Consent form with land owner as Lawoko Simon of Pii-Akeyo B Village, Diima parish in Diima S/C for voluntary land contribution without compensation. The land of size 10m x 10m is under the customary land tenure system was contributed indefinitely and the owner signed an affidavit of declaration of offer that was confirmed by the LC1 Chairperson of Pii-Akeyo Village.

(5) Borehole Consent form with land owner as Okot Patrick of Popara East Village, Kakwokwo parish in Kibanda North S/C for voluntary land contribution without compensation. The land of size 10m x 10m is under the Freehold land tenure system was contributed indefinitely and the owner signed an affidavit of declaration of offer that was confirmed by the LC1 Chairperson of Popara East Village, Kakwokwo Parish in Mutunda S/C.

(6) Borehole Consent form with land owner

as Paul Macoli of Kawitit Village, Kakwokwo parish in Mutunda S/C for voluntary land contribution without compensation. The land of size a quarter of a hectare is under the Freehold land tenure system was contributed indefinitely and the owner signed an affidavit of declaration of offer that was confirmed by the LC1 Chairperson of Kawiti Village, Kakwokwo Parish in Mutunda S/C on 6th/04/2023.

(7) Borehole Consent form with land owner as Mutende Joseph of Kiruli Village, Buhomozi parish in Kigumba S/C for voluntary land contribution without compensation. The land of size 10m x 10m is under the Freehold land tenure system was contributed indefinitely and the owner signed an affidavit of declaration of offer that was confirmed by the LC1 Chairperson of Kiruli Village, Buhomozi Parish in Kigumba S/C.

(8) Borehole Consent form with land owner as Mulinde Umar of Kimogoro A Village, Kimogoro parish in Mutanda S/C for voluntary land contribution without compensation. The land of size 10m x 10m is under a Leased hold land tenure system was contributed indefinitely and the owner signed an affidavit of declaration of offer that was confirmed by the LC1 Chairperson of Kimogoro A Village, Kimogoro Parish in Mutunda S/C on 12th/06/2023.

Given the above, therefore a score of 3 was entered.

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There was evidence that showed
Environment and Social Safeguards
Certification forms were completed and
signed by the Senior Environment
Officer(Mr Mwambu Joel) and DCDO (Mr
Dabanja Geofrey) prior to payments of
contractor invoices and certificates at
interim and final stages of projects.

The sample projects were;

Sample of 3 payments were.

1. Drilling, Installation of 5 deep boreholes
Lot 3. Procurement Number.
KIRY592/WRKS/22-23/00009/LOT 3 by Icon
Project Ltd. Requisition for funds on
10/03/2023. Certified works on 29/05/2023
and paid on 28/06/2023 by EFT. 6424789,
UGX. 130,583,352.

2. Drilling, test Pumping, casting and
installation of 5 boreholes. Procurement
Number.KIRY592/WRKS/22-3/00090/LOT 2
by KLR Uganda Ltd. Requisition for funds on
11/05/2023. Certified works on 29/05/2023
and paid on 28/06/2023 by EFT. 6425899,
UGX. 126,891,814.

3. Sitting and drilling supervision of 5 deep
borehole. Procurement Number.
KIRY592/WRKS/22-23/00091/LOT 3 by
Aquatech Enterprises Uganda Ltd.
Requisition for funds on 06/03/2023.
Certified works on 29/05/2023 and paid on
28/06/2023 by EFT. 6425941, UGX.
20,001,000.

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There was evidence in the LG that the CDO
and Environment Officers undertook
monitoring to ascertain compliance with
ESMPs. The reports were monthly example;

Report on ESS monitoring for water projects
for May and June 2023.findings included;
water quality sufficient in the water points,
sites fenced with Poles and continuation of
regular site meetings in Gwara II cell, Pii
Akenyo, Pujara east, Kabonyi, Nyamadele-
Nyakikura. report signed by Environment
officer and CDO on 2/6/2023

Mitigation measures implemented for water
projects included; fencing off site, no
conflicts registered and water user
committees formed

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Outcome: The LG has increased acreage of newly irrigated land Maximum score 4 Maximum 20 points for this performance area	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	There was evidence that the LG has up to-date data on irrigated land for the last two FYs (2021/2022 & 2022/2023); disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries. Data on irrigated land for the two FYs were summarized below: Title of the report dated September 24, 2023 “Data on irrigated land in Kiryandongo district as at June 30/2022 for Non-micro scale beneficiaries had total acreage of 24. Another report dated September 27, 2023 “Data on irrigated land in Kiryandongo district as at June 30/2023- for both non-micro scale and micro scale beneficiaries had acreage 47.1, of which 3 acres are under micro irrigation.	2
1	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	Data on irrigated land in Kiryandongo district as of June 30/2022 was 24 acres. Data on irrigated land in Kiryandongo district as of June 30/2023- for both non-micro scale and micro scale beneficiaries was 47.1 acres. Increase in acreage = 23.1. Therefore the percentage increase in acreage was $(23.1/24) \times 100 = 96.25\%$.	2
2	N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4	a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is: • Above 70%, score 4 • 60% - 70%, score 2 • Below 60%, score 0	N/A (Kiryandongo LG is under Phase 2 Districts).	0

3	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 the micro-scale irrigation grant had been used on eligible activities. From the budget performance report for UglFT funds for the FY 2022/2023 report dated July 12, 2023, 174,895,084/= was received and 171,475,586 was utilized and 5% (3,419,498) of the Amount received was for retention and yet to be paid to the contractor. Grant guidelines were provided dated 28th April 2022, titled "Submission of the communication strategy, grant, and technical guidelines for the microscale irrigation program under the Uganda inter-governmental fiscal transfer program". Phase 2 which was 100% complimentary services started FY2022/2023 looking at upscaling the program to the rest of the country covering the 95 roll-out districts where Kiryandongo was among.	2
3	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	N/A (Kiryandongo LG is under Phase 2 Districts).	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	There was evidence that the variations in the contract price for establishment of irrigation demonstration sites are within +/-20% of the Agriculture Engineers estimates. As per the contract document provided with procurement ref no. KIRY592/SPLS/22-23/00111, budget for supply and installation of irrigation equipment with was Ugx 68,389,492/=. The contract was signed on 7th March 2023 between Kiryandongo district and Virat Engineering Ltd. The Engineer's estimate was 69,724,594 for the three irrigation sites. Therefore, the percentage variation in the contract price was 2%.	1

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0	There was evidence that planned irrigation demonstration sites where contracts were signed during the previous FY 2022/2023 were installed/completed within the previous FY 2022/2023. The contract document was signed on 07/03/2023. The work completion certificate was issued on May 15, 2023. From the budget performance report for UglIFT funds for the FY 2022/2023 report dated July 12, 2023, 174,895,084/= was received and 171,475,586 was utilized and 5% (3,419,498) of the Amount received was for retention and yet to be paid to the contractor.	2
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0	Evidence that was provided confirmed that the district had not recruited extension workers as per the approved structure. The structure provides for 6 extension workers per sub-county and 3 extension workers per Town Council. There are 9 sub-counties and 4 Town Councils in the district therefore the total number of established positions in the district for extension workers is 66. 23 positions are filled which translates to 34.8% which attracts a score of 0	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF • If 100% score 2 or else score 0	There was evidence that irrigation demonstration site(s) in different LLGs met standards as defined by MAAIF. Amoch David (site 1) had one acre under irrigation located in Diima sub-county, of which 0.3 acres were under sprinkler irrigation and 0.7 acres were under a drag hose system. There was a water tank of capacity 5000 litres, surface engine pump, a tank stand, and 3 hydrants. Okuta Charles Wilfred (site 2) had 1 acre under irrigation located in Kigumba sub-county of which 0.3 acres were under drip irrigation and 0.7 acres were under a drag hose system. There was a water tank of capacity 5000 litres, two solar modules each with 260W and of monocrystalline type, a submersible pump, a solar mounting structure, a tank stand, and 3 hydrants. Acaku Alex (site 3) had one acre under irrigation located in kiryandongo sub-county of which 0.3 acres were under drip irrigation, and 0.7 acres were under a drag hose system. There was a water tank of capacity 5000 litres, a power generator, a submersible pump, a tank stand, and 3 hydrants.	2

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the installed micro-scale irrigation systems during last FY are functional	All the three demo sites were sampled. The two demonstration sites (Okuta Charles Wilfred (site 2), Acaku Alex (site 3)) were functional. The third site was not functional. The non-functional site was a result of poor site selection. It was situated in a waterlogged area, and this affected its performance. The functionality of the three sites was $(2/3) \times 100 = 66.7\%$	0
	Maximum score 6	• If 100% are functional score 2 or else score 0		

Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	There was evidence that information on position of extension workers filled is accurate. The assessor sampled three LLGs namely Kigumba Town Council, Kigumba Sub-county and Masindi Port Sub-county and confirmed that the information provided by the PHRO on filled positions of extension workers were accurate. For example, in Kigumba Sub-County there were 2 extension workers namely Kaaye Banyumya Charles (Assistant Veterinary Officer) and Tusiime Isaac (Assistant Agriculture Officer). In Kigumba Town Council there were 2 extension staff namely Oola Denish (Assistant Veterinary Officer) and Tugume Gorret (Agriculture Officer). In Masindi Port Sub-County there were 3 extension staff namely; Sekamatte Stephen (Agriculture Officer), Kamya Ben (Veterinary Officer) and Nyero Simon Peter (Fisheries Officer)	2
	Maximum score 4			
5	Accuracy of reported information: The LG has reported accurate information	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	The two sites (Okuta Charles Wilfred (site 2) and Acaku Alex (site 3)) were functioning though accuracy could not be defined since there were no designs in place. The third site (Amoch David (site 1)) was not functional though it was installed fully.	0
	Maximum score 4			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0	There was evidence that information is collected quarterly on; newly irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer Expression of Interest. Quarterly reports were prepared. In quarter 1, training modules were completed, and this was reported on July 21, 2023. The online training started on 21/7/2022 and completed on 22/7/2022. Completion certificates of the training were issued to officers (Kaaye Banyumya Charles, Tusiime Isaac, Tugume Gorret and Sekamatte Stephen). In quarter 2, another online training modules were completed and reported on July 20, 2023, The training started on 16/12/2022. and completed on 12/12/2022 and completion certificates were issued to officers. In quarter 3, there was training on 14/01/2023, awareness for local leaders and farmers, farm visits, expression of interest and procurement. Q4 indicated supervision reports dated 5 June 2023 titled "support supervision of UgIFT Demos jointly to ensure their proper functionality". In the same quarter, there was a monitoring report dated July 5, 2023, titled Monitoring exercise of the UGIFT micro scale irrigation demo sites in Kiryandongo district. All the quarterly reports were prepared and signed by the senior Agric engineer Mpuuga Percy.	2
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	There was Evidence that the LG has entered up-to-date LLG information into MIS/Irritrack and has reached their target EOIs. EOIS submitted 305 and those that succeeded were 218 (Farmers such as Okuta Charles Wilfred, Acaku Alex and Amoch David had successful EOI, and the target was 210. Awareness included 6 sub-counties (Kigumba, Kiryandongo, Diima, Masindi port, Mboira and Mutunda); farm visits preparation was 86 e.g. Okuta Charles Wilfred, Acaku Alex and Amoch David.	1
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	There was evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS/Irritrack. Total EOI recorded 305, Q3 193 and Q4 127. The total EOI from the MIS/Irritrack at the time of assessment was more than the target EOI 205 meaning that the LG superseded the set target.	1

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	There was an approved Performance Improvement Plan in place for the FY 2022/20203 titled Action Plan to improve Performance dated June 30, 2023, on Page 4 of 5 showing capacity building for staff in key technical areas for 20 staff. The technical areas included digital and ICT techniques for production staff and community development officers.	1
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	There was a report on PIP implementation reports titled performance improvement implementation career development dated June 30, 2023. The report was authored by the production officer Mr Byenkya Issa Hassan and authenticated by the CAO.	1
	Maximum score 6			

Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	There was evidence that information on position of extension workers filled is accurate. The assessor sampled three LLGs namely Kigumba Town Council, Kigumba Sub-County and Masindi Port Sub-County and confirmed that the information provided by the PHRO on filled positions of extension workers were accurate. For example, in Kigumba Sub-County there were 2 extension workers namely Kaaye Banyumya Charles (Assistant Veterinary Officer) and Tusiime Isaac (Assistant Agriculture Officer). In Kigumba Town Council there were 2 extension staff namely Oola Denish (Assistant Veterinary Officer) and Tugume Gorret (Agriculture Officer). In Masindi Port Sub-County there were 3 extension staff namely; Sekamatte Stephen (Agriculture Officer), Kamya Ben (Veterinary Officer) and Nyero Simon Peter (Fisheries Officer)	1
	Maximum score 6			

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	ii Deployed extension workers as per guidelines score 1 or else 0	There was evidence that extension workers were working in LLGs where they are deployed. This was confirmed in the 3 LLGs sampled by the assessor. For example, in Kigumba Sub-county there were 2 extension workers namely Kaaye Banyumya Charles (Assistant Veterinary Officer) and Tusiime Isaac (Assistant Agriculture Officer). In Kigumba Town Council there were 2 extension staff namely Oola Denish (Assistant Veterinary Officer) and Tugume Gorret (Agriculture Officer). In Masindi Port Sub-County there were 3 extension staff namely; Sekamatte Stephen (Agriculture Officer), Kamya Ben (Veterinary Officer) and Nyero Simon Peter (Fisheries Officer)	1
7	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	There was evidence that extension workers were working in LLGs where they are deployed. This was confirmed in the 3 LLGs sampled by the assessor. For example, in Kigumba Sub-county there were 2 extension workers namely Kaaye Banyumya Charles (Assistant Veterinary Officer) and Tusiime Isaac (Assistant Agriculture Officer). In Kigumba Town Council there were 2 extension staff namely Oola Denish (Assistant Veterinary Officer) and Tugume Gorret (Agriculture Officer). In Masindi Port Sub-county there were 3 extension staff namely; Sekamatte Stephen (Agriculture Officer), Kamya Ben (Veterinary Officer) and Nyero Simon Peter (Fisheries Officer)	2
7	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	In the three LLGs visited namely Kigumba Sub-County, Kigumba Town Council and Masindi Port Sub-County the list of extension workers deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Kigumba Sub-County had 2 extension workers namely Kaaye Banyumya Charles (Assistant Veterinary Officer) and Tusiime Isaac (Assistant Agriculture Officer). In Kigumba Town Council there were 2 extension staff namely Oola Denish (Assistant Veterinary Officer) and Tugume Gorret (Agriculture Officer). In Masindi Port Sub-County there were 3 extension staff namely; Sekamatte Stephen (Agriculture Officer), Kamya Ben (Veterinary Officer) and Nyero Simon Peter (Fisheries Officer)	2

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

Maximum score 4

a) Evidence that the District Production Coordinator has:

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

The District Production Officer Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and submitted copies to HRO during the previous FY but most of the appraisals were conducted beyond the deadline of 30th June as per Ministry of Public Service guidelines.

1. Nyangoma Jane (Vermin Guard) was appraised on 27th June and the appraisal was countersigned by the Responsible Officer on 11th August 2023

2. Tindyebwa Evace (Agriculture Officer) was appraised on 30th June 2023 and countersigned by the Responsible Officer on 30th June 2023

3. Sekamatte Stephen (Agriculture Officer) was appraised on 30th June 2023 and the appraisal was countersigned by the Responsible Officer on 30th June 2023

4. Babyenda Cathebert (Vermin Control Officer) was appraised on 9th August 2023 and the appraisal was countersigned by the Responsible Officer on 11th September 2023

5. Atugonza Adinani (Entomology Assistant) was appraised on 16th August and the appraisal was countersigned by the Responsible Officer on 11th September 2023

6. Biingi Patricia (Assistant Veterinary Officer) was appraised on 5th July 2023 and the appraisal was countersigned by the Responsible Officer on 27th October 2023

7. Kazibwe Kakoto Stephen (Assistant Animal Husbandry Officer) was appraised on 5th July 2023 and the appraisal was countersigned by the responsible Officer on 5th July 2023

8. Ejumu Moses (Veterinary Officer) was appraised on 4th July 2023 and the appraisal was countersigned by the Responsible Officer on 4th July 2023

9. Mandrerua Emmanuel (Assistant Veterinary Officer) was appraised on 30th June 2023 and the appraisal was countersigned by the Responsible Officer on 30th October 2023

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	a) Evidence that the District Production Coordinator has; Taken corrective actions: Score 1 or else 0	While corrective actions on performance gaps were proposed in the appraisal forms, no evidence was provided regarding their implementation by the District Production and Marketing Officer	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	There was evidence that training activities were conducted in accordance to the training plans. There were Training activities that were conducted on 5th April 2023. The evidence was extracted from the following reports: Report on UgIFT activities in Kiryandongo Town council sensitizing farmers on small irrigation scale, Report on sensitization and mobilization campaigns on micro-scale irrigation project dated April 22/2023. Report on farmer field day at Kikooba UgIFT irrigation Demo site in Kigumba sub-county dated 26/6/2023, and activity report for sensitization of UGIFT program at Karuma town council dated 26, June 2023. Attendance registers were attached for each training.	1
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4	ii Evidence that training activities were documented in the training database: Score 1 or else 0	There was evidence that training activities were documented in the training database. This was evidenced in a report titled Sensitization Meetings of Local Leaders on the UGIFT micro-scale Irrigation Program dated March 30, 2023. The details of the training were as follows; Bweyale Town Council 421, Kigumba 196, Kiryandongo 58, Masindi Port 26 Kichwabugingo 18 and Kigumba Town Council 13. Meeting with farmers 263, Field Day 169 and meeting with local leaders 56.	1

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. Maximum score 10	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	The LG i) Did not get Capital Development ii) The LG appropriately allocated, UGX. 174,895,084 to Complimentary services which was 100% for FY 2022/2023.	2
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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. Maximum score 10	b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0	The LG evidence provided showed budget allocations were made towards complementary services in line with the sector guidelines as follows. i. Complementary, UGX.174,895,084 a. Awareness of raising local leaders (Max. 15%), UGX. 26,534,263. b. Awareness of raising famers (Min.40%), UGX.70,758,034. c. Farm visits, (Min.15%), UGX.26,534,263. d. Demonstrations (Min.15%), UGX.53,068,525. Total, UGX.174,895,084	2
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. Maximum score 10	c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0	– N/A (Kiryandongo LG is under Phase 2 Districts).	0
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. Maximum score 10	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	N/A (Kiryandongo LG is under Phase 2 Districts).	0

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. Maximum score 10	e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0	There was evidence that the LG has disseminated information on the use of farmer co-funding through the distribution of brochures to farmers. Minutes of the district technical planning committee meeting held on March 16, 2023, which started at 9.00 AM in the water board room. Minute 09/Tpc/Mar/2023 Bullet number 2 refers to the brochure for a guide for local leaders on page 3 on how co-funding was shared. Copy of the information that was shared to the local leaders included, what are the benefits of irrigation? What is the micro-scale irrigation program? And how can you help your community access the micro-scale irrigation?	2
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	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.) • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 - Less than 70% score 0	There was evidence that the DPO had monitored monthly the installation of equipment for the irrigation demonstration sites (key areas include the functionality of equipment, the environment and social safeguards, including the adequacy of water source, the efficiency of micro irrigation equipment in terms of water conservation, etc.). The documents below showed the evidence; A report dated July 5, 2023, titled "Monitoring Exercise of the UGIFT micro-scale irrigation Demo sites in Kiryandongo district", Inventory of micro-scale irrigation equipment installed for three sites seen and these included Okuta Charles Wilfred, Acaku Alex and Amoch David. Environmental assessment for the three sites was conducted on 15/03/2023, 13/4/2023 and 13/6/2023 respectively.	2
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	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	There was evidence that the LG has overseen approved farmer training & support (to farmers, to achieve servicing and maintenance during the warranty period). This was evidenced in the following reports: Support supervision of the UglFT Demos jointly to ensure their proper functionality dated June 5, 2023, Monitoring exercise of the UGIFT micro scale irrigation Demo sites in Kiryandongo dated July 05, 2023.	2

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	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	Report on Support supervision of the UgiFT Demos jointly to ensure their proper functionality dated June 5, 2023, was availed, however there was no minutes of the field meetings.	0
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	There was evidence that the LG has established and run farmer field schools/irrigation demo sites as per the guidelines. There was a report on farmer field day at kikooba UgiFIT irrigation DEMO site in Kigumba Subcounty dated 26/06/2023.	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	There was evidence that the LG had conducted activities to mobilize and sensitize farmers as per guidelines. Below is the evidence collected; Attendance sheets dated 30/3/2023 about sensitization were in place showing farmers mobilized by gender. On 5/5/2023, there was sensitization and mobilization in Kiryandongo subcounty. On 20/6/2023, there was mobilization in Diima subcounty, 22/06/2023, there was sensitization on equipment suppliers in Diima subcounty. On 23/06/2023, there was another sensitization exercise in Kigumba subcounty. Field based photos were attached. On 9/3/2023 there was a report on radio talk and radio spot messages on micro scale irrigation program during Q1 and Q2 FY 2022/2023 and the radios used included Kibanda and VCC FMs.	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	There was evidence that the district had trained staff and political leaders at the District and LLG levels. The following report provided the evidence. A report on staff training at Kikooba UgiFt irrigation Demo site in Kigumba sub-county dated June 26, 2023. The training included extension workers as well as political leaders at the district and its objective was to enable participants to learn the different existing types and sources of small-scale irrigation equipment to suit farms in relation to the high-value crops and the water sources on their farms. Secondly, the training enabled participants to appreciate the value of irrigation as they see crops grow all year round and get the urge to embrace the government project and also encourage farmers to participate in the irrigation project.	2

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	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	There was evidence that the LG had an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY 2022/2023 as per the format. The inventory of micro-scale irrigation equipment showed three Demos installed, with equipment supplier and ref number KIRY592/SPLS/22-23/00111. The three site names were Okuta Charles Wilfred, Acaku Alex, and Amoch David, The date of installation was May 2023 and the size of each demo was 1 acre.	2
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	There was evidence that the LG kept an up-to-date database of applications (EOIs) for the current FY 2023/2024 and previous FY 2022/2023 at the time of the assessment. Database of the applications, FY 2022/2023 showed EOIs were 305 and 77 farm visits. The database of the applications for the FY 2023/2024 indicated EOIs were 44. Report for Q1 titled "submission of the micro-scale irrigation subgrant quarterly report" showed EOIs 44 dated October 6, 2023. From the database, the names of those that expressed interest were displayed. Copies of applications from LLGs seen from the form showing expression of interest in the micro-scale irrigation program. Submission letter titled "Submission of the FY 2022/2023 annual budget and quarterly performance reports of the micro-scale irrigation program UgFIT" was seen.	2
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0	There was evidence that the district had carried out farm visits to farmers (e.g. Okuta Charles Wilfred, Acaku Alex, and Amoch David) who submitted complete Expressions of Interest (EOI). Agreement to proceed for quotation was seen, and a report recording expression of interest and farm visits(Okuta Charles Wilfred, Acaku Alex, and Amoch David sites(farmers)) under UGIFT dated 13th June 2023 was provided.	2
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0	By the time of the assessment, the process of selecting eligible farmers was still on-going therefore the list of the eligible farmers that have been approved was not posted on the District and LLG noticeboards	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.	There was evidence that micro-scale irrigation systems were incorporated in the Kiryandongo LG approved procurement plan The assessor reviewed two submissions of the CAO Kiryandongo to PS/ST of updated procurement plans for the financial year 2022/23 and 2023/24 dated 20th June 2023 and 3rd October 2023. In both documents, an activity named " Installation of microscale irrigation system demos" have been included.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0	There was no evidence that Kiryandongo LG requested for quotation from irrigation equipment supplier prequalified by MAAIF. A sole bidder document is available on the files.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There was no evidence that Kiryandongo LG concluded selection of the irrigation equipment supplier based on set criteria. A sole bidder document was seen on the files.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	There is evidence that the micro-scale irrigation systems for the previous FY was approved by the contracts committee The approval was done through contracts committee minute Kiry592/SPLS/22-23/00111 dated 4th February 2023 Signed off by the Chairperson of Kiryandongo Local Government contract's committee.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	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	There was no evidence that Kiryandongo LG signed the contract on 7th March 2023 with the lowest priced technically responsive irrigation equipment supplier. The assessor read the bid evaluation reports that indicated a single bidder.	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	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	There was no evidence that the micro-scale irrigation equipment installed was in line with the design output sheet. The standard technical designs were not provided by the supplier for the three sites. For the Demos, Submission letter on establishment of irrigation demonstration sites in FY 2022/2023 under the microscale irrigation program under the Uganda intergovernmental irrigation program under UGIFT dated July 20, 2022, was provided.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	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	There was evidence that the LG had conducted regular technical supervision of the irrigation demonstration sites by the relevant technical officers. The following reports were seen. Report on support supervision of the UGIFT DEMOs jointly to ensure their proper functionality for the three sites dated June 5, 2023. Report on monitoring exercise of the UGIFT micro-scale irrigation DEMO sites in Kiryandongo district dated July 5, 2023. All three sites had site books.	2

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

Maximum score 18

h) Evidence that the LG has overseen the irrigation equipment supplier during:

i. Testing the functionality of the installed equipment: Score 1 or else 0

There was evidence that the LG oversaw the irrigation equipment supply, installation, and testing for functionality. A report on demonstration site supervision of the contractor dated May 02, 2023, provided a summary of the activities on equipment supply, installation, and testing functionality.

Some of the activities were the following:

1. Conducted a comprehensive survey of the project areas to assess the irrigation requirements and identify suitable locations for irrigation infrastructure.
2. Trenched for the transmission lines, main distribution lines and sub-main lines to a depth of 600mm.
3. Laid HDPE pipe transmission line, mainline and sub-main lines in the excavated trenches and connected with associated plumbing fittings.
4. Installed blank tubing using the starter adaptors, rubber starters, connectors, barb elbows, end caps and later the emitters for each plant.
5. Laid laterals and installed risers for the sprinkler irrigation system.
6. Installed components for the drag hose irrigation system.
7. Ensured that the main and sub-main are flushed using water to remove all foreign matters.
8. Ensured that appropriate backfilling is done.

The contractor was M/S Virat Engineering Ltd

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

Maximum score 18

ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0

There was evidence that the LG has overseen the irrigation equipment handover to the Approved host/beneficiary Farmer (Okuta Charles Wilfred, Acaku Alex, and Amoch David). A report on-site handover for the commissioning of the microscale UgIFT irrigation Demos dated July 13, 2023, was provided. A completion certificate was issued by the LG to VIRAT Engineering Ltd dated May 15, 2023.

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	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	Evidence showed LG made payment to the supplier subject to the presence of the Approved farmer's signed acceptance forms. Sample of payment was: 1. Supply and Installation of Irrigation Equipment. Procurement Number. KIRY592/SPLS/22-23/00111 by Virat Engineering Ltd. Requisition for funds on 15/05/2023. Certified works on 16/05/2013 and paid on 03/07/2023 by EFT. 6462356, UGX. 64,970,445. However, payment to supplier was not within the the specified timeframe.	0
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13	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 was evidence that Kiryandongo LG has a complete procurement file for each of the micro-irrigation contracts with all records as required by PPDA Law. Some of the key documents found where the following, Bid evaluation report, contract award records, notices of best evaluated bids, progress reports, payment records and several others including completion certificates. The contract to M/S Virat Engineering Ltd was awarded under procurement reference kiry592/SPLS/2022-23/00111 and the contract was awarded through minute 003/08/CC/KDLG/2022-23 on 3rd March 2022 Project files at the PDU were checked for completeness against a PPDA checklist and found to contain all relevant documents indicated in the checklist.	2
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Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	There was no evidence that the Local Government had displayed details of the nature and avenues to address grievance in public areas on production department and LLG noticeboards.	0
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14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	There was evidence that the LG had a grievance framework for Micro-scale irrigation grievances were recorded for one farmer Alex Acaku of Diima village (Ref No KIRY592/SPLS/22-23/00111 due to lack of operation funds	1
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	There was no evidence that the LG had a grievance framework for Micro-scale irrigation grievances investigated	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	Micro-scale irrigation grievances were responded to e.g. Alex Acaku of Diima village (Ref No KIRY592/SPLS/22-23/00111 due to lack of operation funds the farmer was told funds would be available for FY 2023/2024	1
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iv. Reported on in line with LG grievance redress framework score 1 or else 0	There was evidence that the LG had a grievance framework for Micro-scale irrigation grievances were reported, however a main log book to be opened under Micro-scale irrigation grievances	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	Report recording expression of interest and farm visits under UgIFT dated 13th June 2023. The report summarized what was discussed with farmers on microscale irrigation guidelines for proper siting, and land access but agro-chemicals and safe disposal of chemical waste containers were not handled. MOUs between LGs and farmers were not yet put in place but MOUs between Demo hosts and LGs were in place.	0
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 evidence that the LG had screened and costed ESMP that were incorporated into designs, BoQs, bidding and contractual documents example; Mr Amoch David in Diima village (Ref No KIRY592/SPLS/22-23/00111. Value of equipment at 22,999,710UGX and installed in May 2023. size of Demo approx. 1 Acre. Screening was done on 12/6/2023 by Environment officer and SCDO. ESMP costed at 500,000UGX and signed by Environment officer and CDO on 17/3/2023. In the BoQs under preliminary works-environmental protection allow for water conservation methods including tree planting and water source protection at 500,000UGX Mr Acaku Alex in Diima village (Ref No KIRY592/SPLS/22-23/00111. Value of equipment at 20,010,298UGX and installed in May 2023. size of Demo approx. 1 Acre. Screening was done on 15/3/2023 by Environment officer and SCDO. ESMP costed at 500,000UGX and signed by Environment officer and CDO on 17/3/2023. In the BoQs under preliminary works-environmental protection allow for water conservation methods including tree planting and water source protection at 500,000UGX Mr Okuta Charles in Diima village (Ref No KIRY592/SPLS/22-23/00111. Value of equipment at 25,319,944UGX and installed in May 2023. size of Demo approx. 1 Acre. Screening was done on 13/4/2023 by Environment officer and SCDO. ESMP costed at 500,000UGX and signed by Environment officer and CDO on 17/3/2023. In the BoQs under preliminary works-environmental protection allow for water conservation methods including tree planting and water source protection at 500,000UGX	1

15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	There was evidence that the LG monitored irrigation impacts for example; Report on monitoring for micro-scale irrigation demonstration sites. Findings include for Farmer Amoch David of Diima village; site accessible, yield and quality good, Garden under weeds. The recommendation was to manage weeds and maintain a wetland buffer of 30m Farmer Acaku Alex; site accessible, good coffee yield and quality. The recommendation was to maintain good agricultural practices and extend pipes to cover entire coffee plantation Farmer Okuta Charles; production sufficient and good quality, Demo site extended into wetland. The recommendation was to redo the soak pit and level and revegetate area. the reports signed by the Environment officer and DCDO on 28/6/2023	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	There were no E&S certification forms completed and signed by environment officer prior to payment of contractor invoices/certificates at interim and final stages of projects at the time of assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There were no E&S certification forms completed and signed by CDO prior to payment of contractor invoices/certificates at interim and final stages of projects at the time of assessment.	0

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 position of Chief Finance Officer was substantively filled. Obwona Richard was appointed on accelerated promotion as Chief Finance Officer from position of Senior Accountant under DSC minute number 355/2015.ix in a letter from the CAO dated 16th February 2015. The CFO - Obwona Richard was appraised by CAO on 30th June 2023	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 position of District Planner was substantively filled. Balikagira Julius was appointed on accelerated promotion from position of Senior planner to District Planner under DSC minute number 156/2019. viii in a letter from the CAO dated 15th May 2019. The District Planner - Balikagira Julius was appraised by CAO on 30th June 2023	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	The position of District Engineer was vacant. Niyonzima Emmanuel who was appointed substantively as Senior Engineer under DSC minute no. 54 of 2020 vi in a letter from the CAO dated 10th August 2020 was assigned duties to act in the position of District Engineer by the CAO. The Acting District Engineer - Niyonzima Emmanuel was appraised by the CAO on 30th June 2023	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.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The position of District Natural Resources Officer was substantively filled. Businge Zalfa was appointed on promotion from position of Senior Environment Officer to position of District Natural Resources Officer under DSC minute number 446 of 2023. iv in a letter from the CAO dated 2nd September 2023. The District Natural Resources Officer - Businge Zalfa was appraised by CAO on 30th June 2023	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.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	The position of District Production Officer was substantively filled. Byenkya Issa Hassan was appointed on promotion from position of Principal Agriculture Officer to position of District Production and Marketing Officer under DSC minute no. 01/2018. iii in a letter from the CAO dated 4th May 2018. The District Production and Marketing Officer - Byenkya Issa Hassan was appraised by CAO on 27th June 2023	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 position of District Community Development Officer was substantively filled. Dabanja Godfrey was appointed on promotion from position of Senior Community Development Officer to District Community Development Officer under DSC minute no. 118/2018. i in a letter from the CAO dated 7th June 2018 . The District Community Development Officer - Babanja Godfrey was appraised by CAO on 26th June 20123	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 position of District City Commercial Officer was substantively filled. Kakumba Sam was appointed on promotion from position of Senior Commercial Officer to position District Commercial Officer under DSC minute no.203/2019. vii in a letter from the CAO dated 24th May 2019. The District Commercial Officer - Kakumba Sam was appraised by CAO on 28th June 2023	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 position of Senior Procurement Officer was substantively filled. Ndiroraho Milton was appointed on promotion from position of Procurement Officer to position of Senior Procurement Officer under DSC minute no. 157/2019 in a letter from the CAO dated 15th May 2019. Appraisal report for the Senior Procurement Officer was not availed.	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 position of Procurement Officer was substantively filled. Tumuhaise Christine was appointed on probation as Procurement Officer under DSC minute no. 137/2020 in in a letter from the CAO dated 24th November 2020. Appraisal report for the Procurement Officer was not availed to the assessor	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 position of Principal Human Resource Officer was substantively filled. Murungi Violet was appointed on accelerated promotion from position of Senior Human Resource Officer to position of Principal Human Resource Officer under DSC minute no. 200/2019 in a letter from the CAO dated 6th July 2019 . The Principal Human Resource Officer - Murungi Violet was appraised by CAO on 27th June 2023	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	The position of Senior Environment Officer was vacant and there was no evidence of any secondment from Central Government.	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.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	The position of Senior Land Management Officer was substantively filled. Kigoye Yasin was appointed on probation as Senior Land Management Officer under DSC minute no. 163/2014 in a letter from the CAO dated 17th June 2014. Appraisal report for Senior Land Management Officer was not provided to the assessor	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	The position of Senior Accountant was substantively filled. Wandera Christopher was appointed on accelerated promotion from position of Senior Assistant Accountant to position of Senior Accountant under DSC minute no. 159/2020 in a letter from the CAO dated 23rd December 2020. Appraisal report for the Senior Accountant was not provided to the assessor	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	The position of Principal Internal Auditor was substantively filled. Biingi Elizabeth was appointed on promotion from position of Senior Internal Auditor to position of Principal Internal Auditor under DSC minute number 202 /2019.ii in a letter dated 24th May 2019. The Principal Internal Auditor - Biingi Elizabeth was appraised by CAO on 30th June 2023	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	The position of Principal Human Resource Officer (Secretary DSC) was substantively filled. Ondoa Jacqueline Matilda was appointed on promotion from position of Senior Human Resources Officer to position of Principal Human Officer under DSC minute no. 382 Of 2022 in a letter dated 20th December 2022. the Secretary DSC Ondoa Jacqueline Matilda was appraised on 21st June 2023	2
2	New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG Maximum score is 15	a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).	Evidence that was availed to the assessor showed that the district had not recruited Senior Assistant Secretaries (in all sub-counties in the district. All the 4 towns had substantively appointed Town Clerks. There are 9 sub-counties and 4 Town Councils in the district but only 4 substantively appointed Senior Assistant Chief Administrative Officers were in place, the rest were Parish Chiefs assigned acting duties Senior Assistant Secretaries (Senior Assistant Chief Administrative Officers was the title used in the district: i. Tumusiime Morris was appointed on promotion from position of Assistant Town Clerk to position of Senior Assistant Chief Administrative Officer under DSC minute no. 148 of 2020 in a letter from the CAO dated 23rd December 2020 ii. Nataba Agness was appointed on probation as Senior Assistant Chief Administrative Officer under DSC minute no. 134 of 2020 in a letter from the CAO dated 24th November 2020 iii. Obua Patrick was appointed on probation as Senior Assistant Chief Administrative Officer under DSC minute no. 134 of 2020 in a letter from the CAO dated 24th November 2020 iv. Kyategeka David was retained in service arising out of rationalization of local government structures and transfer within service from Masindi district to Kiryandongo district and offered promotion to sub-county chief/Senior Assistant Secretary under DSC minute no. 374/2005 in a letter from the CAO dated 10th July 2005 v. Kagoro Seremosi was retained in service arising out of rationalization of local government structures as Parish Chief under DSC minute no. 399/2005.	0

He was assigned duties as Sub-county Chief by CAO in a letter dated 27th April 2021

vi. Byagira Moses was retained in service arising out of a comprehensive review and restructuring of local governments as Parish Chief under DSC minute no. 110/2018. He was assigned duties as Senior Assistant Chief Administrative Officer of Diima Sub-county by CAO in a letter dated 27th April 2021

vii. Kwolekya Amos was retained in service arising out of a comprehensive review and restructuring of local governments as Parish Chief under DSC minute no. 299 of 2022. He was assigned duties as Sub-county Chief by CAO in a letter dated 1st September 2009

viii. Dawoko Felix was retained in service arising out of a comprehensive review and restructuring of local governments as Parish Chief under DSC minute no. 38/2018. He was assigned duties as Senior Assistant Chief Administrative Officer of Nyamahasa sub-county on 27th April 2021

Town Clerks:

i. Tusabe Lydia was appointed on promotion from position of Senior Assistant Town Clerk to position of Principal Township Officer/Town Clerk under DSC minute no. 302 of 2022 in a letter from the CAO dated 3rd November 2022

ii. Maanigamukama Reuben was appointed on promotion from position of Senior Assistant Town Clerk to position of Principal Township Officer/Town Clerk under DSC minute no. 144/2018 in a letter from the CAO dated 2nd July 2018

iii. Kafuko Edith was appointed on promotion from position of Senior Assistant Town Clerk to position of Principal Township Officer/Town Clerk under DSC minute no. 233 of 2021 in a letter from the CAO dated 9th February 2021

iv. Tibemanya Jesse was appointed on transfer of service from Rukungiri district as Principal Township Officer/Town Clerk under DSC minute no. 117/2018 in a letter from the CAO dated in a letter from the CAO dated 16th November 2018

2	New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG Maximum score is 15	b. A Community Development Officer / Senior CDO in case of Town Councils, in all LLGs, score 5 or else 0.	No evidence was provided to the assessor to show that Kiryandongo district had recruited Community Development Officers/Senior Community Development Officers for all the 13 LLGs. Only 6 CDOs and 2 SCDOs were in place out of 13 positions.	0
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2	New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG Maximum score is 15	c. A Senior Accounts Assistant /an Accounts Assistant in all LLGs, score 5 or else 0.	No evidence availed to the assessor to show that the district had recruited Senior Accounts Assistants/Treasurers for all the 13 LLGs. There were only 8 out of the 13 required (5 Senior Accounts Assistants and 3 Treasurers)	0
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Environment and Social Requirements

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY. Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to: a. Natural Resources department, score 2 or else 0	For Kiryandongo LG Natural Resources Department, The amount allocated for FY 2022/2023 (Final accounts FY 2022/2023, page, 14) was UGX. 8,813,828,759, and released UGX. 8,813,828,759. This was a ratio of 100%.	2
3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY. Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to: b. Community Based Services department. score 2 or else 0.	Kiryandongo LG released 100% of the funds to Community Based Services Department. The amount allocated for FY 2022/2023 (Final accounts FY 2022/2023, page, 14) was UGX. 1,716,754,540, and released UGX. 1,716,754,540.	2

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

Maximum score is 12

a. If the LG has carried out Environmental, Social and Climate Change screening,

score 4 or else 0

There was evidence that the LG carried out Environmental, Social and Climate Change screening for all USMID Projects and ESMPs developed. These were some of the project(s);

Construction of 1 gravel road (18km) at Nyakadote Tecwa road (Ref No (Ref No: KIRY592/USMID/WRKS/22-23/00002/LOT 1). Contractor M/s Teeb Technical services and contractors Ltd. Contract Value 1,244,754,243 UGX. Screening and ESMPs prepared by Kiryandongo District Local Government.

Construction of Bridge along Alaro - Ongwalwo Yabweng road (1.48km), Kololo-Laboke(11.84km), Karuma Alero swamp(0.669km) (Ref No: KIRY592/USMID/WRKS/22-23/00002/LOT 3). Contractor M/s Tic Lokere Enterprises Contract Value 4,125,091,713 UGX. Screening and ESMPs prepared by MLHUD

Construction of 50m box culvert along Bweyale Nyamuswa road and low-cost sealing of Rift valley road (Ref No: KIRY592/USMID/WRKS/22-23/00002/LOT 2 Contractor M/s Pegosa Engineering Works and Co Ltd Contract Value 4,248,321,495 UGX. Screening and ESMPs prepared by MLHUD

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

Maximum score is 12

b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG),

score 4 or 0

There was evidence that the LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) prior to commencement of civil works for project(s) implemented using the USMID. Schedule 4(1) of the NEA Act,2019 requires project briefs to be submitted to Authority.

Project brief for the upgrade of Karuma-Okweche-Alero swamp road (sn 104) to first class murram with installation of culvert crossings situated in Mutunda subcounty. Period undertaken 26/02/2021 date of submission April,2022.

Project brief for the Bridge along Alaro-Ongalwo- Yabwengi road (sn 100) situated in Mutunda SC. Period undertaken 26/02/2021 date of submission April,2022

Project brief for the Construction of 50m box culvert along Bweyale-Nyamuswa road (Sn.101) situated in Bweyale TC. Period undertaken 26/02/2021 date of submission April,2022

4

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

Maximum score is 12

c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;

score 4 or 0

There was evidence that the LG costed ESMPs for all project(s) implemented using the USMID example;

- Construction of 1 gravel road (18km) at Nyakadote Tecwa road (Ref No (Ref No: KIRY592/USMID/WRKS/22-23/00002/LOT 1). ESMPs prepared by Kiryandongo District Local Government and costed at 508,000,000UGX
- Construction of 50m box culvert along Bweyale Nyamuswa road and low-cost sealing of Rift valley road (Ref No: KIRY592/USMID/WRKS/22-23/00002/LOT 2. ESMPs prepared by MLHUD and costed 323,000,000UGX

4

Financial management and reporting

5

Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.

Maximum score is 10

If a LG has a clean audit opinion, score 10;

If a LG has a qualified audit opinion, score 5

If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0

Evidence showed the LG had an un-qualified audit opinion for FY 2022/2023.

10

6

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).

maximum score is 10

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),

score 10 or else 0.

Kiryandongo LG did not provide information to PS/ST on the status of implementation of internal auditor General and Auditor General findings for the FY 2021/2022. The LG's submissions for FY 2021/2022, however, the LG submissions were not even received by the PS/ST as per list provided by the MOFPED. The administration claim their vote was skipped by MoFPED and did not acknowledge their responses to the IAG and OAG audit findings.

0

7	Evidence that the LG has submitted an annual performance contract by August 31st of the current FY Maximum Score 4	If the LG has submitted an annual performance contract by August 31st of the current FY, score 4 or else 0.	The LG submitted Annual Performance Contract for FY 2023/2024, signed by the Accounting Officer (CAO) Martin Jecana Gwokto was submitted and acknowledged by PS/ST on 26th June 2023. This was before the deadline of 31st August.	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 maximum score 4 or else 0	If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year, score 4 or else 0.	The LG submitted the Annual Performance Report for FY 2022/23, signed by the Accounting Officer (CAO) Martin Jecana Gwokto to MoFPED on 25th July 2023. This was within the deadline of 31st August.	4
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 Maximum score is 4	If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year, score 4 or else 0.	The LG submitted Quarterly Performance Reports for FY 2022/23 for all the four quarters signed by the Accounting Officer (CAO) Martin Jecana Gwokto as follows. Quarter 1 - 19th December 2022 Quarter 2 - 3rd February 2023 Quarter 3 - 4th May 2023 Quarter 4 - 25th July 2023 All the the four quarterly reports were submitted within the mandatory August 31 deadline.	4

**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. <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The position of District Education Officer was substantively filled. Kiirya Edward was appointed on accelerated promotion from position of Senior Inspector of Schools to position of District Education Officer under DSC minute no. 356/2015 in a letter from the CAO dated 16th February 2015	30
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. <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	Kiryandongo district had two Inspectors of schools 1. The position of Senior Inspector of Schools was substantively filled. Katusabe Johnson was appointed on promotion from position of Inspector of Schools to position of Senior Inspector of Schools under DSC minute no. 140/2018 in a letter from the CAO dated 7th December 2018 2. The position of Inspector of Schools was substantively filled. Ojja Patrick was appointed on probation as Inspector of Schools under DSC minute no. 121 of 2020 in a letter from the CAO dated 1st December 2022	40

Environment and Social Requirements

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)

The Maximum score is 30

If the LG carried out:

a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.

There were Environmental and Social and Climate Change Screening Forms for Education projects for the previous FY. examples include;

Construction of 2 classroom block at Kigumba COU Primary School. (Ref No KIRY592/WRKS/22-23/00084 LOT 1). Contract Amount 86,546,000 UGX, Contractor M/S Ssekago Construction Ltd. Screening forms were signed by the Environment officer(Mwambu Joel)and CDO(Dabanja Geofrey) on 28/7/2022

Construction of 5 stance VIP Latrine at Jeeja PS (Ref No KIRY592/WRKS/22-23/00086 LOT 3) Contract Amount 24,980,080 UGX. Contractor M/S Khoga Ltd. Screening forms were signed by the Environment officer (Mwambu Joel) and CDO(Dabanja Geofrey)on 8/7/2022

Construction of Kigumba seed secondary school in Kigumba TC Ref No MOES/WRKS/21-22/00559 Phase 2 Lot 16 LOT 3) Contract Amount 3,367,907,469 UGX. Contractor M/S CMD Investments Ltd. Screening forms were signed by the Environment officer(Mwambu Joel and CDO (Dabanja Geofrey)on 21/6/2021

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)

The Maximum score is 30

If the LG carried out:

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

There was evidence that LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) for the following projects; basing on screening results ESMP were required as a safeguard document;

Construction of 2 classroom block at Kigumba COU Primary School. (Ref No KIRY592/WRKS/22-23/00084 LOT 1. ESMPs undertaken and were signed by the Environment officer(Mwambu Joel)and CDO(Dabanja Geoffrey) on 28/7/2022

Construction of 5 stance VIP Latrine at Jeeja PS (Ref No KIRY592/WRKS/22-23/00086 LOT 3). ESMPs undertaken were signed by the Environment officer(Mwambu Joel) and CDO (Dabanja Geoffrey)on 4/8/2022

Construction of Kigumba seed secondary school in Kigumba TC (Ref No MOES/WRKS/21-22/00559 Phase 2 Lot 16 LOT 3) ESMPs undertaken and were signed by the Environment officerMwambu Joel and CDO (Dabanja Geoffrey)on 21/6/2021

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 position of District Health Officer was substantively filled. Dr. Mutyaba Imaam was appointed on promotion from position of Principal Dental Officer to position of District Health Officer under DSC minute no. 42/2013 in a letter from the CAO dated 22nd April 2013	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0	The position of Assistant District Health Officer Maternal, Child Health and Nursing was substantively filled. Ada Christine P'Moru was appointed on promotion on attainment of higher qualification as Assistant District Health Officer (Maternal, Child Health and Nursing) under DSC minute no. 32/2017 in a letter from the CAO dated 7th April 2017	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 position of Assistant District Health Officer (Environmental Health) was substantively filled. Ociba James Michael was appointed on promotion from position of Senior Environmental Health Officer to Assistant District Health Officer (Environment Health) under DSC minute no. 304 of 2022 in a letter dated 11th March 2022	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.	The position of Principal Health Inspector was substantively filled. Muliko Augustine was appointed on accelerated promotion from post of Health Inspector to position of Principal Health Inspector under DSC minute no. 198 of 2021 in a letter from the CAO dated 19th June 2021	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	e. Senior Health Educator, score 10 or else 0.	The position of Senior Health Educator was vacant and no evidence of secondment from Central Government was provided. Businge Emmanuel who was substantively appointed as Health Educator under DSC minute no. 387 of 2022 was assigned duties by CAO to act in the position of Senior Health Educator	0

1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	f. Biostatistician, score 10 or 0.	The position of Biostatistician was substantively filled. Kymuhendo Gorrety Abooki was appointed on probation as Biostatistician under DSC minute no. 127/2014 in a letter from the CAO dated 17th April 2014	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	g. District Cold Chain Technician, score 10 or else 0.	The position of Cold Chain Technician was substantively filled. Mugisa Anna was appointed on promotion as Cold Chain Technician under DSC minute no. 230 of 2021 in a letter from the CAO dated 2nd September 2021	10
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	i. Principal Health Inspector, score 20 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	j. Health Educator, score 20 or else 0		

Environment and Social Requirements

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)

Maximum score is 30

If the LG carried out:

a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.

There was evidence that the LG carried out Environmental, Social and Climate Change screening Forms for Health projects for the previous FY. screening forms were signed by Environment officer (Mwambu Joel) and CDO(Dabanja Geoffrey) examples include;

- Construction of 4 bathing shelters and 2 stance VIP Latrine at Kiryadongo Hospital (Ref No: KIRY592/WRKS/22-23/00089. Contractor M/S Monaco contractors. Contract amount 29,999,053 UGX. Screening forms were signed by Environment officer and CDO on 18/9/2022
- Construction of 3 Blocks of 5 stance VIP latrine at Mpumwe HC II (Ref No: KIRY592/WRKS/22-23/000104. Contractor M/S Illai Group Ltd. Contract amount 88,416,192 UGX. Screening forms were signed by Environment officer and CDO on 16//8/2022
- Renovation of Diika HC II Maternity ward (Ref No: KIRY592/WRKS/22-23/00087. Contract amount 63,555,150 UGX. Screening forms were signed by Environment officer and CDO on 16/9/2022

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)

Maximum score is 30

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

There was evidence that the LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) for the following projects; basing on screening results ESMP were required as a safeguard documents for health projects for the previous year. They were signed by the Environment officer (Mwambu Joel) and CDO(Dabanja Geofrey)these include;

Construction of 4 bathing shelters and 2 stance VIP Latrine at Kiryadongo Hospital (Ref No: KIRY592/WRKS/22-23/00089. ESMPs undertaken and were signed by the Environment officer and CDO on 18/9/2022

Construction of 3 Blocks of 5 stance VIP latrine at Mpumwe HC II (Ref No: KIRY592/WRKS/22-23/000104. ESMPs undertaken and were signed by the Environment officer and CDO on 16/8/2022

Renovation of Diika HC II Maternity ward (Ref No: KIRY592/WRKS/22-23/00087. ESMPs undertaken and were signed by the Environment officer and CDO on 16/9/2022

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>	The position of Senior Agriculture Engineer was substantively filled. Mpuuga Percy was appointed as Senior Agriculture Engineer under DSC minute no. 81/2017 which corrected DSC minute 03/2017 in a letter from the CAO dated 10th March 2017.	70
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 <i>score 30 or else 0.</i>	There was evidence that the LG carried out Environmental and Social and Climate Change Screening Forms for Micro-scale Irrigation projects for the previous FY examples include; Mr Okuta Charles Wilfred of Kikooba Village, Kigumba SC. (Equipment supplier and Ref No KIRY592/SPLS/22-23/00111. Value of equipment 25,319,944UGX date of installation May 2023 for 1 Acre (site of Demo) Screening forms were signed by the Environment officer and CDO on 13/4/2023 Mr. Acaku Alex of Kikuube Village, Kiryandongo SC. (Equipment supplier and Ref No KIRY592/SPLS/22-23/00111). Value of equipment 20,010,298UGX date of installation May 2023 for 1 Acre (site of Demo) Screening forms were signed by the Environment officer and CDO on 15/03/2023 Mr Amoch David of Diima Village, Diima SC. (Equipment supplier and Ref No KIRY592/SPLS/22-23/00111). Value of equipment 22,999,710UGX. date of installation May 2023 for 1 Acre (site of Demo) Screening forms were signed by the Environment officer and CDO on 12/6/2023	30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	The position of Civil Engineer (Water) was substantively filled. Muhumuza Samuel was appointed on promotion from Assistant Engineering Officer (Water) to position of District Water Officer under DSC minute no. 005/2014 in a letter from the CAO dated 10th March 2014	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The position of Assistant Water Officer for mobilization was filled. Thomas Odoch was, a Community Development Officer was assigned duties of Assistant Water Officer for Mobilization by the CAO in a letter dated 20th October 2015	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The position of Assistant Engineering Officer (Water) was substantively filled. Ojara John Bosco was appointed on promotion and transfer of service from Lamwo District Local Government to Kiryandongo District Local Government from position of Borehole Technician to Assistant Engineering Officer (Water) under DSC minute no. 318 of 2022 in a letter from the CAO dated 29th March 2022	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The position of Natural Resources Officer was vacant but position of District Natural Resources Officer was substantively filled. Businge Zalfa was appointed on promotion from position of Senior Environment Officer to District Natural Resources Officer under DSC minute number 446 of 2023 in a letter from the CAO dated 2nd September 2023	15

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	The position of Environment Officer was substantively filled. Joel was appointed on probation as Environment Officer under DSC minute no. 319 of 2022 in a letter from the CAO dated 29th March 2022	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	The position of Forestry Officer was substantively filled. Kasangaki Fred was appointed on promotion from position of Assistant Forestry Officer to position of Forestry Officer under DSC minute no. 385 of 2022 in a letter from the CAO dated 20th December 2022	10

Environment and Social Requirements

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

If the LG:

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

There was evidence that the LG carried out Environmental and Social and Climate Change Screening Forms including child protection plans for water projects for the previous FY examples include;

Drilling and installation of 5 Boreholes e.g. Panyandoli B in Mutunda SC (Ref No KIRY592/WRKS/22-23/00090 Lot 2. contract Amount 133,570,395UGX. Contractor KLR Uganda. Screening forms were signed by the Environment officer()and CDO(Dabanja Geofrey) on 23/2/2023

Drilling and installation of 5 Boreholes e.g. in Kitaleba, Masindi Port (Ref No KIRY592/WRKS/22-23/0009 Lot 3. contract Amount 137,467,045UGX. contractor M/S ICON projects. Screening forms were signed by the Environment officer(Mwambu Joel)and CDO(Dabanja Geofrey)on 4/1/2022

Drilling and installation of production well at Kaduku RGC (Ref No KIRY592/WRKS/22-23/00093 Lot 2). Contract Amount 38,645,000UGX. Contractor KLR Uganda. Screening forms were signed by the Environment officer(Mwambu Joel)and CDO(Dabanja Geofrey) on 4/1/2023

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 evidence that LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) for the following projects; Basing on screening results ESMP were required as a safeguard documents;

Drilling and installation of 5 Boreholes e.g. Kiruli village, Kiguma SC. ESMPs undertaken and were signed by the Environment officer(Mwambu Joel) and CDO(Dabanja Geofrey) on 23/2/2023

Drilling and installation of 5 Boreholes e.g. in Kitaleba ,Masindi Port. ESMPs undertaken and were signed by the Environment officer(Mwambu Joel) and CDO(Dabanja Geofrey) on 23/2/2023

Drilling and installation of production well at Kaduku RGC. Screening forms were signed by the Environment officer(Mwambu Joel) and CDO (Dabanja Geofrey) on 23/02/2023

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 were no abstraction permits seen at the District Water Office that were issued by DWRM for piped water systems implemented in the district. Therefore a score of zero (0) was entered.