Structure of Submission

QUARTER 2 Performance Report

Summary of Vote Performance

Cumulative Progress Report for Projects and Programme

Quarterly Progress Report for Projects and Programmes

QUARTER 3: Workplans for Projects and Programmes

QUARTER 4: Cash Request

Submission Checklist

HALF-YEAR: Highlights of Vote Performance

V1: Summary of Issues in Budget Execution

This section provides an overview of Vote expenditure

(i) Snapshot of Vote Releases and Expenditures

Table V1.1 below summarises cumulative releases and expenditures by the end of the quarter:

Table V1.1: Overview of Vote Expenditures (UShs Billion)

(i) Excluding	g Arrears, Taxes	Approved Budget	Cashlimits by End	Released by End	Spent by End Dec	% Budget Released	% Budget Spent	% Releases Spent
	Wage	0.390	0.195	0.195	0.195	50.0%	49.9%	99.8%
Recurrent	Non Wage	0.920	0.697	0.426	0.634	46.3%	68.9%	148.7%
D 1	GoU	0.093	0.032	0.032	0.026	34.3%	28.2%	82.1%
Developme	nt Donor*	0.000	N/A	0.000	0.000	N/A	N/A	N/A
	GoU Total	1.403	0.924	0.653	0.855	46.6%	60.9%	130.8%
Total GoU+D	Oonor (MTEF)	1.403	N/A	0.653	0.855	46.6%	60.9%	130.8%
(ii) Arrears	Arrears	0.000	N/A	0.000	0.000	N/A	N/A	N/A
and Taxes	Taxes**	0.000	N/A	0.000	0.000	N/A	N/A	N/A
	Total Budget	1.403	0.924	0.653	0.855	46.6%	60.9%	130.8%
(iii) Non Tax	Revenue	0.000	N/A	0.000	0.000	N/A	N/A	N/A
	Grand Total	1.403	0.924	0.653	0.855	46.6%	60.9%	130.8%
Excluding	g Taxes, Arrears	1.403	0.924	0.653	0.855	46.6%	60.9%	130.8%

The table below shows cumulative releases and expenditures to the Vote by Vote Function:

Table V1.2: Releases and Expenditure by Vote Function*

Billion Uganda Shillings	Approved Budget	Released	Spent	% Budget Released	% Budget Spent	% Releases Spent
VF:0653 Tourism Services	1.40	0.65	0.85	46.6%	60.9%	130.8%
Total For Vote	1.40	0.65	0.85	46.6%	60.9%	130.8%

^{*} Excluding Taxes and Arrears

(ii) Matters to note in budget execution

The main variance was under the Quality Assurance function. Funds budgeted for this function were reallocated and used under the Marketing and Promotion function. This was due to insufficient funds for Marketing but also because the Tourism Regulations signed by the Hon MTWA in June 2013 had not yet been printed, delaying their operationalisation and dissemination

Table V1.3: High Unspent Balances and Over-Expenditure in the Domestic Budget (Ushs Bn)

Table V1.5. High Onspent Dalances and Over-Expenditure in the Domestic Dauget (Oshs Dh)
(i) Major unpsent balances
(ii) Expenditures in excess of the original approved budget
* Excluding Taxes and Arrears

V2: Performance Highlights

HALF-YEAR: Highlights of Vote Performance

This section provides highlights of output performance, focusing on key outputs and actions impelemented to improve section performance.

Table V2.1: Key Vote Output Indicators and Expenditures*

Vote, Vote Function Key Output	Approved Budget and Planned outputs		Cumulative Expen	nditure	Status and Reasons f any Variation from F	~-
Vote Function: 0653 Tourism	n Services					
Output: 065303	Quality Assurance (Inspecti	ion, Re	gistration, License	es, Class. &	& Monitoring)	
Description of Performance:	Training of Local Governm of major tourism offices in Quality Assurance. Sensitization of Hotel owne standards		NONE		Because of the delayed of the Tourism Regular the MTWA, it was not to carry out the Qualit Assurance function, as would require as a first wide dissemination of Regulations and also sthe sector stakeholder industry actors in the a Industry Regulation.	ations by t possible by s this st step, the sensitizing s and
Performance Indicators:						
No. of tourism facilities owners sensitized in standards	200			0		
No. of tourism facilities inspected and registered				0		
No. of Local Government staff in the major Tourism Districts trained in Quality Assurance	50			0		
Output Cost:	UShs Bn:	0.066	UShs Bn:	0.0	41 % Budget Spent:	62.0%
Vote Function Cost	UShs Bn:	1.403 U	UShs Bn:	0.8	55 % Budget Spent:	60.9%
Cost of Vote Services:	UShs Bn:	1.403 U	UShs Bn:	0.8	55 % Budget Spent:	60.9%

^{*} Excluding Taxes and Arrears

Because of the financial constraints facing the institution, the funds available for attending the World Travel Market Fair in London in November 2013 we not sufficient. Additionally, the Board of Directors, in an effort to improve the performance of UTB started on a process of recruiting a team of competent and well remunerated staff. MFPED was requested to facilitate these two activities. A total of Shs. 250m was released, but this was taken as front loading and not as supplimentary funding. This will affect the implementation of earlier planned activities, especially in the 4th quarter

Table V2.2: Implementing Actions to Improve Vote Performance

Planned Actions:	Actual Actions:	Reasons for Variation
Vote: 117 Uganda Tourism Board		
Vote Function: 0653 Tourism Services		
Lobby MFPED to develop regulations to impose the tourism development levy	Lobbying continues with MoFPED. UTB had a meeting with staff from CICs (MOFPED) and World Bank in regard to the possibility of sharing the Local Hotel Tax currently collected by the Local Authorities with UTB.	N/A
Lobby MFPED for increased funding under wage to enable recruitment of new	The Board of Directors did request MoFPED for funds and Shs. 150m was	NONE

HALF-YEAR: Highlights of Vote Performance

Planned Actions:	Actual Actions:	Reasons for Variation
staff	front loaded to enable the institution recruit staff. By close of Q2, a new CEO, CEO, Marketing and Finance Managers had been recruited. UTB also was involved in negotiations with MoFPED for supplimentary funds for paying the new staff a competitive salary.	
Hold consultations with Ministry of Tourism, Wildlife and Antiquities for gazetting of the levy	The MTWA reports that the Tourism Regulations are in the Government Printery.	NA

V3: Details of Releases and Expenditure

This section provides a comprehensive summary of the outputs delivered by the Vote and further details of Vote expenditures by Vote Function and Expenditure Item.

Table V3.1: GoU Releases and Expenditure by Output*

Billion Uganda Shillings	Approved	Released	Spent	% GoU	% GoU	% GoU
	Budget			Budget	Budget	Releases
				Released	Spent	Spent
VF:0653 Tourism Services	1.40	0.65	0.85	46.6%	60.9%	130.8%
Class: Outputs Provided	1.31	0.62	0.83	47.4%	63.2%	133.3%
065301 Tourism Promotion and Marketing	0.24	0.05	0.20	22.5%	84.2%	374.2%
065302 Tourism Research and Development	0.03	0.02	0.01	66.7%	42.8%	64.2%
065303 Quality Control (Inspection, Registration, Licenses, Class. &	0.07	0.04	0.04	66.7%	62.0%	93.0%
Monitoring)						
065305 UTB Support Services (Finance & Administration)	0.97	0.50	0.57	51.7%	58.8%	113.8%
Class: Capital Purchases	0.09	0.03	0.03	34.3%	28.2%	82.1%
065376 Purchase of Office and ICT Equipment, including Software	0.04	0.02	0.02	58.9%	58.8%	99.8%
065378 Purchase of Office and Residential Furniture and Fittings	0.05	0.01	0.00	15.1%	4.2%	27.9%
Total For Vote	1.40	0.65	0.85	46.6%	60.9%	130.8%

^{*} Excluding Taxes and Arrears

Table V3.2: 2013/14 GoU Expenditure by Item

Billion Uganda Shillings	Approved Budget	Releases	Expend- iture	% Budged Released	% Budget Spent	%Releases Spent
Output Class: Outputs Provided	1.31	0.62	0.83	47.4%	63.2%	133.3%
211102 Contract Staff Salaries (Incl. Casuals, Temporary)	0.39	0.20	0.19	50.0%	49.9%	99.8%
211103 Allowances	0.08	0.05	0.06	66.7%	79.3%	119.0%
212101 Social Security Contributions	0.06	0.04	0.03	66.7%	60.0%	89.9%
213004 Gratuity Expenses	0.09	0.00	0.09	0.0%	100.0%	N/A
221001 Advertising and Public Relations	0.16	0.00	0.15	1.6%	93.6%	5728.2%
221002 Workshops and Seminars	0.01	0.00	0.00	66.7%	33.3%	50.0%
221003 Staff Training	0.01	0.01	0.01	66.7%	42.7%	64.1%
221005 Hire of Venue (chairs, projector, etc)	0.02	0.01	0.01	66.7%	27.7%	41.5%
221006 Commissions and related charges	0.02	0.01	0.02	66.7%	97.2%	145.8%
221007 Books, Periodicals & Newspapers	0.00	0.00	0.00	66.7%	30.7%	46.0%
221008 Computer supplies and Information Technology (IT	0.02	0.01	0.00	66.7%	25.5%	38.3%
221009 Welfare and Entertainment	0.02	0.01	0.02	66.7%	75.0%	112.6%
221011 Printing, Stationery, Photocopying and Binding	0.03	0.02	0.02	66.7%	65.7%	98.5%
221016 IFMS Recurrent costs	0.02	0.01	0.01	66.7%	66.7%	100.0%
222001 Telecommunications	0.01	0.01	0.00	66.7%	52.9%	79.3%
222002 Postage and Courier	0.00	0.00	0.00	66.7%	0.0%	0.0%
222003 Information and communications technology (ICT)	0.01	0.01	0.00	66.7%	35.8%	53.7%

HALF-YEAR: Highlights of Vote Performance

Billion Uganda Shillings	Approved Budget	Releases	Expend- iture	% Budged Released	% Budget Spent	%Releases Spent
223003 Rent – (Produced Assets) to private entities	0.17	0.09	0.08	54.6%	49.6%	90.9%
223004 Guard and Security services	0.01	0.01	0.00	66.7%	33.3%	50.0%
223005 Electricity	0.01	0.01	0.01	66.7%	83.3%	125.0%
223006 Water	0.00	0.00	0.00	66.7%	61.1%	91.7%
225001 Consultancy Services- Short term	0.03	0.02	0.02	66.7%	73.3%	109.9%
225002 Consultancy Services- Long-term	0.01	0.01	0.00	66.7%	31.9%	47.8%
227001 Travel inland	0.03	0.02	0.01	66.7%	38.6%	57.9%
227002 Travel abroad	0.01	0.01	0.01	66.7%	87.8%	131.7%
227003 Carriage, Haulage, Freight and transport hire	0.02	0.01	0.01	66.7%	44.3%	66.5%
227004 Fuel, Lubricants and Oils	0.04	0.03	0.04	66.7%	81.0%	121.5%
228001 Maintenance - Civil	0.01	0.00	0.00	66.7%	47.6%	71.4%
228002 Maintenance - Vehicles	0.01	0.01	0.01	66.7%	67.4%	101.1%
228003 Maintenance – Machinery, Equipment & Furniture	0.01	0.00	0.00	66.7%	10.6%	15.9%
228004 Maintenance – Other	0.01	0.00	0.00	66.7%	42.5%	63.7%
Output Class: Capital Purchases	0.09	0.03	0.03	34.3%	28.2%	82.1%
231005 Machinery and equipment	0.04	0.02	0.02	58.9%	58.8%	99.8%
231006 Furniture and fittings (Depreciation)	0.05	0.01	0.00	15.1%	4.2%	27.9%
Grand Total:	1.40	0.65	0.85	46.6%	60.9%	130.8%
Total Excluding Taxes and Arrears:	1.40	0.65	0.85	46.6%	60.9%	130.8%

Table V3.3: GoU Releases and Expenditure by Project and Programme*

חיווי דו ו מויווי	Approved	Released	Spent	% GoU	% GoU	% GoU
Billion Uganda Shillings	Budget			Budget	Budget	Releases
				Released	Spent	Spent
VF:0653 Tourism Services	1.40	0.65	0.85	46.6%	60.9%	130.8%
Recurrent Programmes						
01 Headquarters	1.31	0.62	0.83	47.4%	63.2%	133.3%
Development Projects						
1127 Support to Uganda Tourism Board	0.09	0.03	0.03	34.3%	28.2%	82.1%
Total For Vote	1.40	0.65	0.85	46.6%	60.9%	130.8%

 $^{* \ \ \}textit{Excluding Taxes and Arrears}$

Table V3.4: Donor Releases and Expenditure by Project and Programme*

QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter

Annual Planned Outputs

Cumulative Outputs Achieved by End of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs

UShs Thousand

Vote Function: 0653 Tourism Services

Recurrent Programmes

Programme 01 Headquarters

Outputs Provided

Output: 06 5301 Tourism Promotion and Marketing

10,000 assorted promotional materials produced and/or distributed worldwide.

Participate in 2 international tourism fairs, 1 regional tourism fair

Organize the World Tourism day celebrations.

promotional materials were distributed worldwide, including in Uganda

UTB organized the World Tourism Day celebrations held on 27 September 2013 in Fort Portal under the theme: and Water: Protecting our Common Future.

UTB participated in the Buganda Tourism Expo that took place on the 26th July-4th August i2013 n Lubiri, Mengo.

UTB partnered with other actors to organize the Miss Tourism 2013. As part of Miss Tourism, UTB launched the Destination Uganda Tour for the contestants to travel to different tourist sites in the country as a means of promoting domestic tourism. The contestants are also traveling to different parts of the world marketing and promoting Uganda. The finals were held on 25th October 2013..

UTB coordinated Uganda's participation at the World Travel Market (WTM) Fair in London in November 2013.

Attended the 19th World Routes
Development Forum in Las Vegas,
USA which attracted more than 3,000
high profilr drlegates from more than
100 countries world wide. Uganda's
participation was led by Civil Aviation
Authority. The event was co-hosted by
the Las Vegas Convention and
Visitors' Authority and Las Vegas
McCarran International Airport. UTB
was represented by the Manager,
Marketing.

UTB continued to distribute promotional materials wildwide. DVDs, maps bags were distributed at the Ugandan Stand at the WTM fair.

Item	Spent
221001 Advertising and Public Relations	149,720
221005 Hire of Venue (chairs, projector, etc)	4,545
221009 Welfare and Entertainment	9,053
221011 Printing, Stationery, Photocopying and	10,311
Binding	
227002 Travel abroad	12,646
227003 Carriage, Haulage, Freight and transport hire	7,091
227004 Fuel, Lubricants and Oils	5,827

Reasons for Variation in performance

Given the importance of the Routes World and thiis being an opportunity for Uganda to showcase in th United States of America, thiis activity, though

QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter

Annual Planned Outputs

Cumulative Outputs Achieved by End of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs

UShs Thousand

Vote Function: 0653 Tourism Services

Recurrent Programmes

Programme 01 Headquarters

not earlier planned could not be missed.

202,214	Total
0	Wage Recurrent
202,214	Non Wage Recurrent
0	NTR

Output: 06 53 02 Tourism Research and Development

Return on Investment in Tourism Sector Exploratory Study

Policy and Planning meetings in the region attended;

Formulation of an M&E framework, Monitoring of UTB activities country wide, mobilisation of funds Monitoring was carried out in the Ruwenzori region to assess the performance of the Community Tourism Initiatives, and in preparation for the expected EU funded project "Sustainable Financing of RMNP". UTB is a partner in the implementation of the project. The project is expected to commence in October 2013.

M&E framework draft in place but is yet to be updated and finalised

The Return on Investment Study was carried out. A draft is in place awaiting finalisation.

M&E done but still in draft. Finalisation was delayed by the delayed approval and printing of the Strategic Plan, which was done in December 2013. The M&E framweork will be completed during Q3.

Reasons for Variation in performance

No regional meeting was attended by the department for two main reasons; no invitation was extended to us, but also, funds were insufficient for any trip outside the country.

Total	13,162
Wage Recurrent	0
Non Wage Recurrent	13,162
NTR	0

Output: 06 53 03 Quality Control (Inspection, Registration, Licenses, Class. & Monitoring)

QUARTER 2: C	Cumulative O	Outputs and Exi	penditure by	End of Ou	uarter
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Annual Planned Outputs	Cumulative Outputs Achieved by End	Cumulative Expenditures made by the End of the	by the End of the Quarter to	
•	of Quarter (Quantity and Location)	Deliver Cumulative Outputs	UShs Thousand	

Vote Function: 0653 Tourism Services

Recurrent Programmes

Programme 01 Headquarters

200 Hotel Owners sensitized in standards; Local Government Staff in the major Tourism Districts trained in Quality Assurance; Hotels regularly monitored

Hon Minister have not been gazetted, and yet these are the key input into the training sessions.

The Regulations are under printing at the UPPC.

Spent 221001 Advertising and Public Relations 3,033 221005 Hire of Venue (chairs, projector, etc) 1,650 221011 Printing, Stationery, Photocopying and 1,482 20,701 225001 Consultancy Services- Short term 4,170 227001 Travel inland 7,033 227004 Fuel, Lubricants and Oils

Reasons for Variation in performance

The delayed printing of the Tourism Regulations has delayed the QA work. The Ministry continues to carry out the work of QA (inspection, licensing, classification and grading) because the tools (Regulations) which are expected to operationalize UTB's role have not been handed over to UTB.

Total	40,776
Wage Recurrent	0
Non Wage Recurrent	40,776
NTR	0

Output: 06 53 05 UTB Support Services (Finance & Administration)

Logistic supplies and services. Effective and efficient administration, financial and human resource management.

Sourcing and reccruitment of new staff.

Admistrative work undertaken for effective delivery of services.

Financial and human resources management effectively done

Propoer procuremen procedures followed.

Paid outstanding staff gratuity for the period ending December 2013.

Recruitment of new staff was carried out; the posts of CEO, Deputy CEO, Marketing Manager and Finance Manager were advertised and

Item	Spent
211102 Contract Staff Salaries (Incl. Casuals, Temporary)	194,546
211103 Allowances	61,866
212101 Social Security Contributions	33,096
213004 Gratuity Expenses	90,700
221003 Staff Training	4,125
221006 Commissions and related charges	19,437
221007 Books, Periodicals & Newspapers	1,472
221008 Computer supplies and Information Technology (IT)	3,825

interviews held.

Reasons for Variation in performance NONE

Total	572,306
228004 Maintenance - Other	2,548
Furniture	
228003 Maintenance - Machinery, Equipment &	635
228002 Maintenance - Vehicles	7,411
228001 Maintenance - Civil	3,333
227004 Fuel, Lubricants and Oils	17,516
225001 Consultancy Services- Short term	2,085
223006 Water	2,200
223005 Electricity	6,667
223003 Rent – (Produced Assets) to private entities	84,394
(ICT)	
222003 Information and communications technology	3,577
222001 Telecommunications	4,232
221016 IFMS Recurrent costs	10,000
221011 Printing, Stationery, Photocopying and Binding	3,099
	5,699
Technology (IT) 221009 Welfare and Entertainment	6,756
221008 Computer supplies and Information	3,825
221007 Books, Periodicals & Newspapers	1,472
221006 Commissions and related charges	19,437
221003 Staff Training	4,125
213004 Gratuity Expenses	90,700
212101 Social Security Contributions	33,096

Wage Recurrent 194,546

Annual Planned Outputs	Cumulative Outputs Achieved by End	Cumulative Expenditures made by the End of the Quarter to	
			UShs Thousand

Vote Function: 0653 Tourism Services

Recurrent Programmes

Programme 01 Headquarters

Non Wage Recurrent

377,760

0

NTR

Development Projects

Project 1127 Support to Uganda Tourism Board

Capital Purchases

Output: 06 5376 Purchase of Office and ICT Equipment, including Software

NONE

Retooling of the Quality Assurance department to carry out licensing and monitoring

Spent

231005 Machinery and equipment

24,108

Reasons for Variation in performance

Funds were reallocated and used for paying ifor nternet services

Total 24,108 24,108 GoU Development **External Financing** 0

NTR

0

Output: 06 5378 Purchase of Office and Residential Furniture and Fittings

Branding and equipping of National Theatre office

The UTB offices at National Theatre were branded and equiped as planned.

231006 Furniture and fittings (Depreciation)

Spent 2,200

Reasons for Variation in performance

The funds available were reallocated and used for paying Office Internet

2,200 Total GoU Development 2,200 **External Financing** 0 NTR0 GRAND TOTAL 854,765 Wage Recurrent 194,546 Non Wage Recurrent 633,912 GoU Development 26,308 **External Financing** 0 0 NTR

QUARTER 2: Outputs and Expenditure in Quarter

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs	
		UShs Thousand	

Vote Function: 0653 Tourism Services

Recurrent Programmes

Programme 01 Headquarters

Outputs Provided

Output: 06 53 01 Tourism Promotion and Marketing

2,500 promotional material distributed world wide

Participate in 1 international tourism

UTB coordinated Uganda's participation at the World Travel Market (WTM) Fair in London in November 2013.

Attended the 19th World Routes
Development Forum in Las Vegas,
USA which attracted more than 3,000
high profilr drlegates from more than
100 countries world wide. Uganda's
participation was led by Civil Aviation
Authority. The event was co-hosted by
the Las Vegas Convention and
Visitors' Authority and Las Vegas
McCarran International Airport. UTB
was represented by the Manager,
Marketing.

UTB continued to distribute promotional materials wildwide. DVDs, maps bags were distributed at the Ugandan Stand at the WTM fair.

UTB cordinated the National organizing committee of the activities leading to the viewing of the total eclipse, a rare, once in a while event that brought together people from all over the world.

Spent 221001 Advertising and Public Relations 149,720 412 221005 Hire of Venue (chairs, projector, etc) 5,720 221009 Welfare and Entertainment 221011 Printing, Stationery, Photocopying and 7,538 Binding 227002 Travel abroad 7,846 227003 Carriage, Haulage, Freight and transport hire 1,758 227004 Fuel, Lubricants and Oils 3,260

Reasons for Variation in performance

Given the importance of the Routes World and thiis being an opportunity for Uganda to showcase in th United States of America, thiis activity, though not earlier planned could not be missed.

Total	176,254
Wage Recurrent	0
Non Wage Recurrent	176,254
NTR	0

Output: 06 53 02 Tourism Research and Development

Policy and Planning meetings in the region attended;

The Return on Investment Study was carried out. A draft is in place awaiting finalisation.

Draft M&E framework done . Finalisation awaited finalisation and printing of the Strategic Plan, which was done in December 2013. The ItemSpent225002 Consultancy Services- Long-term2,835227004 Fuel, Lubricants and Oils3,065

QUARTER 2: Outputs and Expenditure in Quarter

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

Vote Function: 0653 Tourism Services

Recurrent Programmes

Programme 01 Headquarters

M&E framweork will be completed during Q3.

Carried out an inventory of Tourism Establishments in Kampala, Jinja and Entebbe.

Reasons for Variation in performance

No regional meeting was attended by the department for two main reasons; no invitation was extended to us, but also, funds were insufficient for any trip outside the country.

Total	5,900
Wage Recurrent	0
Non Wage Recurrent	5,900
NTR	0

Output: 06 53 03 Quality Control (Inspection, Registration, Licenses, Class. & Monitoring)

Local Government Staff in the major Tourism Districts trained in Quality Assurance; Hotels regularly monitored The Regulations though signed by the Hon Minister have not been gazetted, and yet these are the key input into the training sessions.

The Regulations are under printing at the UPPC.

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Reasons for Variation in performance

The delayed printing of the Tourism Regulations has delayed the QA work. The Ministry continues to carry out the work of QA (inspection, licensing, classification and grading) because the tools (Regulations) which are expected to operationalize UTB's role have not been handed over to UTB.

Item	Spent
221001 Advertising and Public Relations	1,699
221005 Hire of Venue (chairs, projector, etc)	1,650
221011 Printing, Stationery, Photocopying and	302
Binding	
225001 Consultancy Services- Short term	19,201
227001 Travel inland	1,860
227004 Fuel Lubricants and Oils	4.500

Total	29,212
Wage Recurrent	0
Non Wage Recurrent	29,212
NTR	0

Output: 06 53 05 UTB Support Services (Finance & Administration)

Logistic supplies and services. Effective and efficient administration, financial and human resource management. Sourcing Paid outstanding staff gratuity for the period ending December 2013.

Recruitment of new staff was carried out; the posts of CEO, Deputy CEO, Marketing Manager and Finance Manager were advertised and interviews held.

Item	Spent
211102 Contract Staff Salaries (Incl. Casuals, Temporary)	97,535
211103 Allowances	36,014
212101 Social Security Contributions	14,696
213004 Gratuity Expenses	90,700
221003 Staff Training	1,125

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver or	utputs UShs Thousand
Vote Function: 0653 Tourism S	Services		
Recurrent Programmes			
Programme 01 Headquarters			
Reasons for Variation in performance		221006 Commissions and related charges	12,77
NONE		221007 Books, Periodicals & Newspapers	1,47
NONE		221008 Computer supplies and Information Technology (IT)	1,988
		221009 Welfare and Entertainment	3,62
		221011 Printing, Stationery, Photocopying and Binding	5,699
		221016 IFMS Recurrent costs	5,00
		222001 Telecommunications	1,56
		222003 Information and communications technology (ICT)	1,680
		223003 Rent - (Produced Assets) to private entities	41,73
		223005 Electricity	4,00
		223006 Water	1,000
		225001 Consultancy Services- Short term	1,320
		227004 Fuel, Lubricants and Oils	10,363
		228001 Maintenance - Civil	3,333
		228002 Maintenance - Vehicles	3,82
		228003 Maintenance – Machinery, Equipment & Furniture	635
		228004 Maintenance – Other	590
		Total	340,668
		Wage Recurrent	97,535
		Non Wage Recurrent	243,133
		NTR	0
Development Projects			

Output: 06 5376 Purchase of Office and ICT Equipment, including Software

Item Spent Procure 6 desk tops, 3 laptops and 3 NONE printers 231005 Machinery and equipment 10,500

Reasons for Variation in performance

Funds were reallocated and used for paying ifor nternet services

Total	10,500
GoU Development	10,500
External Financing	0
NTR	0

Output: 06 5378 Purchase of Office and Residential Furniture and Fittings

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

Vote Function: 0653 Tourism Services

Development Projects

Project 1127 Support to Uganda Tourism Board

Procure 6 workstations for new staff None and partition National Theatre offices

231006 Furniture and fittings (Depreciation)

Spent 2,200

Reasons for Variation in performance

The funds available were reallocated and used for paying Office Internet

Total	2,200
GoU Development	2,200
External Financing	0
NTR	0
GRAND TOTAL	564,735
Wage Recurrent	97,535
Non Wage Recurrent	454,500
GoU Development	12,700
External Financing	0
NTR	0
	GoU Development External Financing NTR GRAND TOTAL Wage Recurrent Non Wage Recurrent GoU Development External Financing

QUARTER 3:	Revised	Workplan
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Planned Outputs for the Quarter (Quantity and Location)	Estimated Funds Available in Quarter (from balance brought forward and actual/expected releaes)		UShs Thousand	
Vote Function: 0653 Tourism Services				
Recurrent Programmes				
Programme 01 Headquarters				
Outputs Provided				
Output: 06 53 01 Tourism Promotion and Mark	keting			
	Item	Balance b/f	New Funds	Total
2,500 promotional material distributed world	221005 Hire of Venue (chairs, projector, etc)	3,721	0	3,721
wide	225001 Consultancy Services- Short term	667	0	667
	227001 Travel inland	2,353	0	2,353
Participate in 1 international tourism fair	227003 Carriage, Haulage, Freight and transport hire	3,576	0	3,576
ratterpate in 1 international tourism fair	Total	-148,173	0	-148,173
	Wage Recurrent	0	0	0
	Non Wage Recurrent	-148,173	0	-148,173
	NTR	0	0	0
Output: 06 53 02 Tourism Research and Develo	ppment			
	Item	Balance b/f	New Funds	Total
Policy and Planning meetings in the region	221009 Welfare and Entertainment	1,000	0	1,000
attended;	225002 Consultancy Services- Long-term	3,094	0	3,094
Return on Investment in Tourism Sector	227001 Travel inland	3,745	0	3,745
Exploratory Study	Total	7,341	0	7,341
	Wage Recurrent	0	0	0
	Non Wage Recurrent	7,341	0	7,341
	NTR	0	0	0
Output: 06 53 03 Quality Assurance (Inspection	n, Registration, Licenses, Class. & Monitoring)			
	Item	Balance b/f	New Funds	Total
200 Hotel Owners sensitized in standards	221002 Workshops and Seminars	1,707	0	1,707
200 110001 0 1111010 00110111200 111 011111111	221003 Staff Training	1,000	0	1,000
	221005 Hire of Venue (chairs, projector, etc)	5,017	0	5,017
	221011 Printing, Stationery, Photocopying and Binding	2,518	0	2,518
	227001 Travel inland	537	0	537
	Total	3,078	0	3,078
	Wage Recurrent	0	0	0
	Non Wage Recurrent	3,078	0	3,078
	NTR	0	0	0
Output: 06 53 05 UTB Support Services (Finan	ce & Administration)			
•	Item	Balance b/f	New Funds	Total
Logistic supplies and services.	211102 Contract Staff Salaries (Incl. Casuals, Temporary)	454	0	454
Effective and efficient administration, financial	212101 Social Security Contributions	3,704	0	3,704
and human resource management.	221003 Staff Training	1,875	0	1,875
Sourcing	221007 Books, Periodicals & Newspapers	1,728	0	1,728
	221008 Computer supplies and Information Technology (IT	6,175	0	6,175
	221011 Printing, Stationery, Photocopying and Binding	394	0	394
	222001 Telecommunications	1,102	0	1,102
	222002 Postage and Courier	333	0	333
	222003 Information and communications technology (ICT)	3,090	0	3,090
	223003 Rent – (Produced Assets) to private entities	8,453	0	8,453
	223004 Guard and Security services	3,333	0	3,333
	223006 Water	200	0	200
	225001 Consultancy Services- Short term	2,582	0	2,582
	227001 Travel inland 228001 Maintenance - Civil	2,853	0	2,853
	220001 Manifolialice - CIVII	1,334	0	1,334

Planned Outputs for the Quarter (Quantity and Location)	Estimated Funds Available in Quarter (from balance brought forward and actual/expected releaes)			UShs Thousand	
Vote Function: 0653 Tourism Service	s				
Recurrent Programmes					
Programme 01 Headquarters					
	228003 Maintenance - Machinery, Equipment & Furniture	3,365	0	3,365	
	228004 Maintenance - Other	1,452	0	1,452	
	Total	-69,353	0	-69,353	
	Wage Recurrent	454	0	454	
	Non Wage Recurrent	-69,807	0	-69,807	
	NTR	0	0	0	
Development Projects					
Project 1127 Support to Uganda Tour	ism Board				
Capital Purchases					
Output: 06 5376 Purchase of Office and ICT	Equipment, including Software				
	Item	Balance b/f	New Funds	Tota	
Procure IT equipment for new staff at UTB: 5	231005 Machinery and equipment	59	0	59	
desk tops, 3 laptops and 3 printers					
	Total	59	0	59	
	GoU Development	59	0	59	
	External Financing	0	0	0	
	NTR	0	0	0	
Output: 06 53 78 Purchase of Office and Resi	dential Furniture and Fittings				
	Item	Balance b/f	New Funds	Tota	
Procure 6 work stations for staff. Partition offices at National Theatre	231006 Furniture and fittings (Depreciation)	5,682	0	5,682	
Procure 6 Filing Cabinets	Total	5,682	0	5,682	
	GoU Development	5,682	0	5,682	
	External Financing	0	0	0	
	NTR	0	0	0	
	GRAND TOTAL	-201,367	0	-201,367	
	Wage Recurrent	454	0	454	
	Non Wage Recurrent	-207,562	0	-207,562	
	GoU Development	5,741	0	5,741	
	External Financing	0	0	0	

NTR

QUARTER 4: Revised Cashflow Plan

Non-Wage Recurrent

	Annual budget	Release to % Budget end of Q3 Released	· ·	Q4 Cash Requirement	
			d of Q3 Released	Total	% Budget
PAF	0.920154941	0.4	43.5%	0.21	22.8%
Statutory	0	0	0.0%	0	0.0%
Other	0	0	0.0%	0	0.0%
Total	0.920154941	0.4	43.5%	0.21	22.8%
Reasons for co	ash requirement grea	ter than 1/4 of	the budget:		plan remains as was

GoU Development

	Annual budget	Release to	% Budget Released	Q4 Cash Requirement		
		end of Q3		Total	% Budget	
PAF	0.093302512	0.07	75.0%	0	0.0%	
Other	0	0	0.0%	0	0.0%	
Total	0.093302512	0.07	75.0%	0	0.0%	
Reasons for cash requirement greater than 1/4 of the budget:			All the available balance to be released during Q3		·	

Grand Total

	Annual budget		% Budget	Q4 Cash	Requirement	
		end of Q3	Released	Total	% Budget	
Grand Total	1.013457453	0.47	46.4%	0.21	20.7%	_

Checklist for OBT Submissions made during QUARTER 3

This is an automated checklist which shows whether data has been entered into the areas which are required for a complete quarterly submission. It does not verify the quality of the data that has been entered. A complete checklist is therefore a necessary, but not sufficient condition for a satisfactory submission to MoFPED.

Project and Programme Quarterly Performance Reports and Workplans (Step 2)

The table below shows whether output information, and where relevant donor and ntr data has been entered into the required areas for the quarterly performance reports and quarterly workplans under step 2.

Output Information

Vote Function, Project and Program	Q2 Q3		
	Report Workplan		
0653 Tourism Services			
Recurrent Programmes			
- 01 Headquarters	Data In Data In		
Development Projects			
- 1127 Support to Uganda Tourism Board	Data In Data In		

Donor Releases and Expenditure

NTR Releases and Expenditure

The table below shows whether data has been entered in the fields for key variances in budget execution under step 2.2 and 2.3:

Vote Performance Summary (Step 3)

The table below shows whether information has been entered into the required fields in the vote performance summary tables for each vote functions under step 3.1:

Vote Function	Perf. Indicators	Output Summary	Actions
0653 Tourism Services	Data In	Data In	Data In

The table below shows whether data has been entered into the vote narrative fields under step 3.2:

	Narrative
Narrative	Data In

Quarterly Cash Requests (Step 4)

The table below shows whether data has been entered into the cash request under step 4:

	*	•
		Cash Request
Cash Request		Data In