



Local Government Performance Assessment

Luuka District

(Vote Code: 593)

Assessment	Scores
Accountability Requirements	50%
Crosscutting Performance Measures	48%
Educational Performance Measures	57%
Health Performance Measures	76%
Water Performance Measures	72%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>The LG submitted the PC to MoFPED through PBS system on Thursday, August 2, 2018. Waiver made by MoFPED from end of June to August 1st, 2018 for this FY only. The LG did not meet the extended deadline.</p> <p>(ref. budget.go.ug.)</p>	No
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The LG submitted a budget to the MoFPED on Thursday, August 2, 2018 included a procurement plan.</p> <p>(ref. www.budget.go.ug)</p>	Yes
Reporting: submission of annual and quarterly budget performance reports			

<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>District submitted the Annual Performance Report for the previous FY on 27th /08/2018, 2018, (submission was not as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015).</p>	<p>No</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>LG submitted the quarterly budget performance report for all the four quarters. Through the PBS system of all quarters are as below:</p> <p>Q1 report submitted on 27th/01/2018</p> <p>Q2 report submitted on 15th/03/2018</p> <p>Q3 report submitted on 20th/05/2018</p> <p>Q4 report submitted on 27th/08/2018</p> <p>The LG did not submit all quarters as per PFMA Act, 2015</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>The LG submitted a Status of implementation of Internal Auditor General and Auditor General's findings to the PS/ST by 30 April as evidenced below;</p> <p><i>Auditor General's Report</i></p> <p>The Auditor General's Report dated 11 December 2017 Ref: DLA 46/337/01/17 raised issues and all were responded to in a report (Status of implementation) dated 13 April 2018. This was submitted to the PS/ST (MoFPED) on 17 April 2018.</p> <p><i>Internal Auditor General's report</i></p> <p>In a correspondence dated 26 October 2017 Ref: IIA50/260/01 addressed to the Accounting Officer raised issues with an annex.</p> <p>All the issues were responded to in a correspondence dated 11 Dec 2017 addressed to the PS/ST Ref: CR/251/1 received by MoFPED 26 March 2018</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>The LG had an unqualified audit opinion as per AG's Report.</p> <p><i>(Source: Report of the Auditor General to Parliament for FY ended 30 June 2018; Annexure IV; 4.2)</i></p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>The district has a functional Physical Planning Committee (PPC) which considers new investments. The Committee consists of 11 members excluding the physical planner in private practice. Letters of appointment of members were available eg a letter dated January 29th, 2018, Ref. CR/204/1; signed by Mr. Makumbi Henry Harrison, Chief Administrative Officer (under PPA part III sections 9-10).</p> <p>PPC has a plan registration book to register new investments/applications opened on February 29th, 2016. The PPC sit to consider/approve plans submitted on time as shown below;</p> <p>Minutes of the PPC reviewed revealed that the following applications were considered;</p> <p>PPC sitting on 12th/012/2017 Min. 04th/2017(4) of 12th/12/2017: Presentation and consideration of building plans</p> <p>Applicant: Istabul Primary school</p> <p>Submission date 4th/12/2017</p> <p>Approval date 12th/12/2017</p> <p>Applicant: ATC (U) Limited</p> <p>Application date 7th/12/2017</p> <p>Approval date 12th/12/2017</p> <p>PPC sitting on 22nd January, 2018 under Min. 01/2018 (4) of 22/01/2018:</p> <p>Applicant Buwologoma Primary school</p> <p>Submission date 15th/01/2018</p> <p>Approval date 22nd /01/2018</p> <p>Applicant: Matilda Primary School</p> <p>Submission date 15th /01/2018</p> <p>Approval date 22nd /01/2018</p> <p>Applicant: Lubogo Samson</p> <p>Submission date 15/01/2018</p>	<p>1</p>

		<p>Approval date 22/01/2018</p> <p>PPC sitting on 23rd May, 2018 under Min. 02/2018(5) of 23/5/2018:</p> <p>Applicant : Eaton Towers(U) Limited</p> <p>Submission date 17th/05/2018</p> <p>Approval date 23rd /05/2018</p> <p>Applicant: Wante Florence Nalongo</p> <p>Submission date 20th /5/2018</p> <p>Approval date 23rd /5/2018</p> <p>In the previous FY, the DPPC received 27 building plan applications; 2 were rejected, no plan application was differed. Land applications were 21, conversion from leasehold to freehold were 3.</p> <p>Thus from PPPC minutes, plans are approved within 30 days.</p>	
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>The District did not submit the 4 sets of minutes to the MoLHUD last FY 2017/18.</p>	<p>0</p>

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>The district has no Physical Plan, thus no infrastructure investments can be consistent with physical development which is not in place. Thus no plans have been approved following the Physical Plan developed by the district. The committee approves and controls physical developments in the sub counties as per Part V, section 40 of the Physical Planning Act 2010 sub section (1, 2, 3)</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>The LG did not prepare Action Area Plan for the previous FY.</p>	<p>0</p>
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 	<p>There was evidence that priorities in the AWP for the current FY are based on the outcomes of Budget Conferences (BCR). A budget conference for FY 2018/19 was held on November 16th, 2017 at the district Council hall. Priorities for FY 2018/19 per department were as follows;</p> <p>Administration, BCR Page 3 and AWP FY 2018/19 page</p>	<p>2</p>

approved five-year

development plan, are based on discussions in annual reviews and

budget conferences and

have project profiles

Maximum 5 points on this performance measure.

2.

- Balance of payments of Admin. Block
- Strengthen planning, supervision , M&E function in the LG
- Salaries and Pension paid
- Repair and servicing vehicles

Community Based Services, BCR page 3 AWP FY 2018/19 page 134,135,

- Mobilisation and financing of 30 youth groups under YLP
- Mobilization and financing of 8 PWD groups under PWD special grant

- Identification/ mapping of stakeholders for integrated community learning for wealth creation (ICOLEW) as FAL replacer programme

Education page 4 BCR and AWP FY 2018/19 page, 56, 62

- Classroom construction and rehabilitation
- Procurement and supply of 266 desks to schools at a cost of 32,012,00/=
- Construction of Teachers house at Bulanga

Health BCR page 4 and AWP FY 2018/19 page51

- Upgrading of Bukendi Health centre 11
- Salaries paid
- Health facilities supervised and monitored

Production and Marketing page 3 and 4 BCR and AWP FY 2018/19 page 42

- Payment of salaries
- Communities sensitized about livestock pests and diseases
- Fish farmers trained in best practices of aquaculture
- Construction of Livestock market at Busalamu

Natural resources; page 3 BCR and AWP page and AWP FY 2018/19 page 74

- Procurement of tree seedlings and distribution to beneficiaries
- Development of Physical plan for Bulanga and Kyanvuma town boards

Works and Technical page 3 BCR and AWP FY 2018/19 page 66

- manual maintenance of all district roads like Bukanga-Buwala 20.6kmpage

		<ul style="list-style-type: none"> • salaries paid • Periodic maintenance of Bulanga-waibuga- Busiiro road <p>Water and Sanitation page 3 and 4 BCR and AWP FY 2018/19 page 70</p> <ul style="list-style-type: none"> • Salaries paid • Construction of Deep boreholes • Improving sanitation coverage • Payment of retention and construction of new boreholes 	
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>Luuka LG has a 5 Year Development Plan running 2015/16-2019/2020 approved on 18th/06/2015 under (Min.07/LDC/6/2015).There was evidence that capital investments in the approved Annual work plan for the current FY are derived from the approved Five-Year Development plan as shown below;</p> <p>Administration, DDP Page 203-208 and AWP FY 2018/19 page 22, 23</p> <ul style="list-style-type: none"> • Balance of payments of Admin. Block • Strengthen planning, supervision , M&E function in the LG • Salaries and Pension paid • Repair and servicing vehicles <p>Community Based Services, DDP page 227-229 AWP FY 2018/19 page 134,135</p> <ul style="list-style-type: none"> • Mobilisation and financing of 30 youth groups under YLP • Mobilization and financing of 8 PWD groups under PWD special grant • Identification/ mapping of stakeholders for integrated community learning for wealth creation (ICOLEW) as FAL replacer programme <p>Education DDP page 217-220 and AWP FY 2018/19 page, 56, 62</p> <ul style="list-style-type: none"> • Classroom construction and rehabilitation • Procurement and supply of 266 desks to schools at a cost of 32,012,00/= • Construction of Teachers house at Bulanga <p>Health DDP page 216-217 and AWP FY 2018/19 page51</p> <ul style="list-style-type: none"> • Upgrading of Bukendi Health center 11 	1

- Salaries paid

- Health facilities supervised and monitored

Production and Marketing DDP page 225-227 and AWP FY 2018/19 page 42

- Payment of salaries

- Communities sensitized about livestock pests and diseases

- Fish farmers trained in best practices of aquaculture

- Construction of Livestock market at Busalamu

Natural resources; DDP page 229-232 and AWP page and AWP FY 2018/19 page 74

- Procurement of tree seedlings and distribution to beneficiaries

- Development of Physical plan for Bulanga and Kyanvuma town boards

Works and Technical DDP page 223-225 and AWP FY 2018/19 page 66

- manual maintenance of all district roads like Bukanga-Buwala 20.6kmpage

- salaries paid

- Periodic maintenance of Bulanga-waibuga- Busiiro road

Water and Sanitation DDP page 220- 222 and AWP FY 2018/19 page 70

- Salaries paid

- Construction of Deep boreholes

- Improving sanitation coverage

- Payment of retention and construction of new boreholes

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>Luuka District developed project profiles for FY 2018/19 dated July 2018. The profiles were presented to TPC and discussed in a meeting held on January 31st, 2018, under Min.05/DTPC/03/ 2018: Presentation and discussion of project profiles for FY 2018/19. Presentation was done by the district planner. The profiles seen on file are elaborate for all projects and follow the format; they include work plan, M&E strategy, M&E plan, and EIA and mitigation plan</p>	<p>2</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>Luuka DLG with support from Uganda Bureau of Statistics compiled a Statistical Abstract FY 2018/19 dated June 2018. It included gender disaggregated data: male and female, rural and urban population, disaggregated gender data by Council, district departments and other population segments. The Abstract was presented to TPC meeting on 3rd /09/2018 under Min. 04/DTPC/09/2018.</p>	<p>1</p>

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

• Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2

From the Annual Budget Performance Report for FY2017/18, all infrastructure projects implemented by Luuka LG were derived from the AWP and budget approved; examples are captured below:

Administration (APR FY 2017/18 page 31)

• construction of Administration block phase 1 at 150,000,000 Ushs budget page 6, AWP page 35 Actual was 155,715,000 representing 91% of the approved budget

Production (APR FY 2017/18 page 48)

• First phase construction of Livestock market at Busalamu at 35,765,000/= budget page 12, Actual expenditure is 37,275,000/= representing 104% of the approved budget

Education (APR FY 2017/18 page 60)

• Construction of 3, 2 classroom block at 183,039,000/= AWP page 21. Actual spent 144,165,000/= representing 79% of the approved budget.

• Latrine construction at Nawansega, Mawundo, Bugabula and Ntayigirwa p/s at a total budget of 51,000,000/=. Actual spent is 88,766,000/= representing 174% of the approved budget AWP page 21

Water APR page 75

• Borehole drilling & rehabilitation at 315,362,000 budget page 20, AWP page 75

Actual spent 315,014,000, representing 101% of the approved budget.

• Construction of Public latrines in 2 RGCs (Waibuga and Bulanga

Shs 15,968,000 budget page 27,

Actual spent 17,348,000 page 75 APR

Representing 109% of the approved budget

• Construction of piped water supply system in Bukoova RGC at shs 88,761,000, actual spent 83,749,000 representing 94% of the approved budget

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

- Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.

- o 100%: score 4

- o 80-99%: score

2

- o Below 80%: 0

From the Annual Budget Performance Report, the investment projects implemented by Luuka LG were completed as per work plan by end of FY 2017/18.

Administration (APR FY 2017/18 page 31)

- Construction of Administration block phase1 at shs 150,000,000. Actual was 155,715,000 representing 91%, completed as per work plan by end of FY 2017/18

Production (APR FY 2017/18 page 48)

- First phase construction of Livestock market at Busalamu at shs 35,765,000, Actual expenditure shs 37,275,000 representing 104% of the approved budget. Completed as per work plan by end of FY 2017/18

Education (APR FY 2017/18 page 60)

- Construction of 3, 2 classroom block at shs, 183,039,000/= Actual spent shs 144,165,000 representing 79% of the approved budget. Completed as per work plan by end of FY 2017/18

- Latrine construction at Nawansega, Mawundo, Bugabula and Ntayigirwa P/s at a total budget of shs. 51,000,000. Actual spent shs 88,766,000 representing 127% of the approved budget. Completed as per work plan by end of FY 2017/18

Water APR page 75

- Borehole drilling & rehabilitation at 315,362,000 budget page 20, AWP page 75

Actual spent 315,014,000, representing 101% of the approved budget.

- Construction of Public latrines in 2 RGCs (Waibuga and Bulanga

Shs 15,968,000 budget page 27,

Actual spent 17,348,000 page 75 APR

Representing 109% of the approved budget

- Construction of piped water supply system in Bukoova RGC at shs 88,761,000, actual spent 83,749,000 representing 94% of approved budget

From the above sampled projects, the LG average score was 100.4%

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p>	<ul style="list-style-type: none"> • Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>From the Annual Budget Performance Report 2017/18 investment projects were implemented and completed within approved budget; examples below</p> <p>Administration (APR FY 2017/18 page 31)</p> <ul style="list-style-type: none"> • Construction of Administration block phase 1 at shs 150,000,000, Actual was 155,715,000 representing 91%. <p>Completed within the approved budget by end of FY 2017/18</p> <p>Production (APR FY 2017/18 page 48)</p> <ul style="list-style-type: none"> • First phase construction of Livestock market at Busalamu at shs 35,765,000, Actual expenditure shs 37,275,000 representing 104% of the approved budget. <p>Completed within the approved budget by end of FY 2017/18</p> <p>Education (APR FY 2017/18 page 60)</p> <ul style="list-style-type: none"> • Construction of 3, 2 classroom block at shs, 183,039,000/= Actual spent shs 144,165,000 representing 79% of the approved budget. <p>Completed within the approved budget by end of FY 2017/18</p> <ul style="list-style-type: none"> • Latrine construction at Nawansega, Mawundo, Bugabula and Ntayigirwa P/s at a total budget of shs. 51,000,000. Actual spent shs 88,766,000 representing 127% of the approved budget. <p>Completed within the approved budget by end of FY 2017/18</p> <p>All the investment projects were completed within the approved budget.</p>
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Maximum 4 points on this Performance Measure.

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>LG did not show its budget and expenditure on O&M for infrastructure projects and assets during the previous FY</p>	<p>0</p>
<p>Human Resource Management</p>			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>The LG has 10 approved HoDs positions in their structure and out of these none is substantive. All are in the acting positions. The following is their details;</p> <ol style="list-style-type: none"> Mr. Musenero Benard is the acting District Natural Resources Officer appointed as environmental officer under minute KI.R/DSC/028/2012 dated 10th Feb 2012 and given assignment as vote controller on 16th Oct 2017. Mr. Kamyuka Francis acting DEO was appointed on acting position under minute 03/LK/DSC/02/2018(a) (ii) dated 27th Feb 2018. Mr. Kipaalu George acting CFO was appointed on acting position under minute 18/LK/DSC/05/2018(XIX) dated 30th May 2018. Mr. Makinabu Yahaya Lukwitina acting District Engineer was appointed on transfer of services as Senior water officer under minute KLR/DSC/26/2012(i) and given assignment. Dr. Wabwire Mathias acting DHO was appointed Senior Medical Officer on minute 05/LK/DSC/06/2018(b) dated 28th June 2018 Mr. Musena Aggrey acting District Production and Marketing Officer was appointed on promotion to Agricultural Officer on minute 4/LK/DSC/06/10/2015(a) dated 16th Oct 2015 then assigned head of production. Mr. Bikadho Hamis acting District Community Development officer was appointed on acting position under minute 03/LK/DSC/02/2018(a)(i) dated 27th Feb 2018 Mr. Tenywa Joseph acting Chief Internal Auditor was appointed in Iganga and transferred to Luuka LG. Minute of appointment is 61/2003(a) dated 11th June 2003 Mr. Ganyira Emmanuel Mugabi acting head of statutory bodies was assigned vote controller on ref CR/D/1013 dated 16th Oct 2017 Mr. Wangatya Moses acting head of administration is the Principle Administrative Assistant since the LG doesn't have the DCAO. 	<p>0</p>
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LG has substantively recruited and appraised all Heads of Departments

Maximum 5 points on this Performance Measure.

• Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2

Evidence from personnel files, performance agreements and reports show that;

1. Mr. Musenero Benard acting District Natural Resources Officer was appraised shown by signing performance agreement on 1st July 2017 and performance report on 26th July 2018.
2. Mr. Kamyuka Francis acting DEO was appraised shown by signing performance agreement on 13th Feb 2018 and performance report on 26th July 2018.
3. Mr. Musena Aggrey acting District Production and Marketing Office was appraised shown by signing performance agreement on 15th July 2017 and performance report on 16 July 2018.
4. Mr. Kipaalu Bogere George acting Chief Finance Officer was appraised shown by signing performance agreement on 1st July 2017 and performance report on 12th July 2018.
5. Mr. Bikadho Hamis acting District Community Development Officer was appraised shown by signing the performance agreement on 27th July 2017 and performance report on 26th July 2018.
6. Dr. Wabwire Mathias Panyako acting DHO was appraised shown by signing performance agreement on 2nd August 2017 and performance report on 5th July 2018.
7. Mr. Mukinabu Yahaya acting District Engineer was appraised shown by signing performance agreement on 1st July 2017 and performance report on 26th July 2018.
8. Mr. Gangira Emma Mugabi acting head of Statutory bodies was appraised shown by the performance agreement and report signed on 25th July 2017 and 27th July 2018 respectively.
9. Mr. Tenywa Joseph acting head of internal Audit was appraised by MR. Makumbi CAO on 10th July 2018
10. Mr. Wangatya Moses PAS is acting head of administration in the position of DCAO and is not appraised here.

Appraisals for HoDs was 100%

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>Evidence from submission lists revealed the following, however the DSC had no minutes of the commission meetings claiming that they got lost. The submissions are;</p> <ol style="list-style-type: none"> 1. Submission with ref. CR/115/2 dated 11th June 2018 for Senior Commercial Officer was not considered because no minutes of the commission meetings were available and there was no minute extracts to that effect. 2. Submission with ref. CR/115/1 dated 13th April 2018 had 19 posts declared vacant. Examples are Enrolled Nurse, Assistant engineering Office, Office Typist, Laboratory Technician, Theatre Assistant and others was not considered because there is no evidence. 3. Submission with ref. CR/115/1 dated 22nd May 2018 for Senior Agriculture Officer and Community Development Officer was not considered. 4. Submission for appointment on promotion of Mr. Kakarerwe an accountant with ref. CR/214/6 dated 10th April 2018 was not considered. 5. Submission with ref. CR/115/1 dated 22nd Feb 2018 for the post of Anaesthetic Assistant on replacement basis was not considered. 6. Submission with ref. CR/115/2 dated 15th Jan 2018 for Principle Assistant Secretary and 4 others was not considered. <p>The minutes of the DSC were not available. The CAO Mr. Nsubuga Zirimenya tasked the former Secretary to service commission to produce the minutes but the secretary claimed that the minutes were nowhere because they got lost. Therefore consideration of these submissions was uncertain as there was no evidence.</p>	
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<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>There were 4 submissions for confirmation of staff according to the records availed to the assessor. From the minute extracts, the following was shown,</p> <ol style="list-style-type: none"> Submission with ref. CR/156/1 dated 31st July 2017 recommended the following. Zironde Geoffrey, Nabirye Susan and Nabyama Grace were considered under minute 53/LK/DSC/10/2017(a)(i). Abaani Toplisteer was considered on minute 43/LK/DSC/06/2017(a)(i). Musiba Mohammed was considered under minute 48/LK/DSC/8/2017(b)(i). Kirya Paul was considered under minute 64/LK/DSC/02/2018(f). Mbago Akim was considered on minute 48/LK/DSC/08/2017(b)(ii). Baliruno David was not considered. Submission with ref. CR/115/1 dated 19th July 2017 recommended the following; Nakirya Mirabu, Kabugu John, Kagoya Eseza, Kalwanya Agnes, Namwase Sarah and Babirye Irene were considered on minute 48/LK/DSC/08/2017(b)(ii). Submission with ref. CR/156/1 dated 31st July 2017 recommended Inhyensico Rita, Muwereza Judith and Dhakwota Stanley and were considered under minute extract 43/LK/DSC/08/2017e(ii) Submission with ref. CR/156/1 dated 24th Oct /2017 recommended Zironde Godfrey, Musika Kakaire Muhammed and Naisanga Racheal Gloria were considered on minute 53/LK/DSC/10/2017(a)(ii) <p>There were many uncertainties and records were hard to retrieve. There is a big probability that Some files may not have been availed to the assessor. One staff called Baliruno David had no evidence of consideration.</p>	<p>0</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>There was only one submission for disciplinary action.</p> <ol style="list-style-type: none"> Submission with ref. CR/157/2 dated 9th April 2018 recommended Asinde Margret, Musumba Mark, Eyabu Robert Nabikamba Moses Ngobi Moses Mukooya Moses and Ojore Simon be disciplined for abandonment of duty. No evidence for consideration of this submission. 	<p>0</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>Evidence from recruited staff lists and Salary Payroll it was revealed that 41 people were recruited. Out of these 16 never accessed salary payroll in two months. These include;</p> <ol style="list-style-type: none"> Namatende Deborah was appointed on 7th Dec 2017 and accessed payroll of June 2018 Bikumbi Robert was appointed on 7th Dec 2017 and accessed payroll of June 2018 Bogere Ponsiano was appointed on 7th Dec 2017 and accessed payroll of June 2018 Odokorach Brenda was appointed on 7th Dec 2017 and accessed payroll of June 2018 Kayinda Isaaca was appointed on 7th Dec 2017 and accessed payroll of June 2018 <p>Accordingly 61% accessed payroll.</p>	<p>0</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>There were 14 staffs that were retired in the FY 2017/18 and not all accessed pension payroll in two months. Those who have not accessed include;</p> <ol style="list-style-type: none"> Kasiko Wilson who was retired on 21st April 2018 and did not access pension payroll. Kasubo Florence who was retired on 20th Jan 2018 and did not access pension payroll. Musanga Charles was retired on 1st April 2018 and did not access pension payroll. Buyo Steven was retired on 3rd Jan 2018 and did not access pension payroll 	<p>0</p>
<p>Revenue Mobilization</p>			

<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> •• If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>The LG registered local revenue (OSR) shs 113,203,196 in FY 2017/18 compared to Shs 122,317,417 in FY 2016/17. This indicated a decrease in revenue of 7.4% (Shs 9,114,221).</p> <p><i>Source (Audited Final Accounts 2016/17 Ref: DLA46/337/01/17 & draft Final Accounts 2017/18 submitted to OAG on 29 Aug 2018)</i></p>	<p>0</p>
<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Budgeted local revenue for FY 2017/18 was Shs 134,600,000 and the actual revenue collected was Shs 113,203,196. Shs 21,396,804 was not realised. Budget realisation was -15.9% which did not fall within the range of +/- 10%.</p> <p><i>Source(Original Budget 2017/18 Pg 4 & Draft Final Accounts 2017/18 Note 2 Pg 20)</i></p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Out of Shs 77,342,981 revenue of (LST) that was collected by the LG, only 49% of the collection was remitted to the LLGs (i.e. shs 37,786,937). This was below the threshold of 65%.</p> <p>The LG CFO attributed the low percentage to deductions for District stores. The LG purchases stationery for all sub counties and at the end they deduct the amount from the shareable revenue (reconcile) hence low payments to LLGs.</p> <p><i>Source: (Draft Final Accounts 2017/18; Note 2-Local revenues schedule & Payment vouchers)</i></p>	<p>0</p>

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>Revenue collected in the FY 2016/17 was Shs 122,317,417 and Council expenses (net of exgratia) for FY 2017/18 amounted to Shs 43,944,500 (council & standing committees).</p> <p>Council expenditure compared to Revenue collection was 36% which was above the limit of 20%.</p> <p><i>(Source Trial Balance & Audited Final Accounts 2016/17)</i></p>	<p>0</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>Senior Procurement Officer (SPO) position was substantially filled as indicated in the appointment letter dated 8th Feb 2018 under the District Service Commission (DSC) Min.64/LK/DSC/02/18(a) signed by CAO.</p> <p>Procurement Officer (PO) was appointed on Probation as indicated in the appointment letter dated 30th May 2018 under the District Service Commission (DSC) Min.18/LK/DSC/05/18(vii) signed by CAO.</p>	<p>2</p>

The LG has in place the capacity to manage the procurement function

Maximum 4 points on this performance measure.

• Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1

Technical Evaluation Committee (TEC) produced and submitted reports to the Contracts Committee (CC). For example, from a sample of 5 projects with serial numbers listed below;

Water Sector: projects (10 Boreholes:

TEC report dated 7th June 2017 recommended M/S MAA Technologies (U) Ltd for the Sitting, Drilling, Pump Testing & Water Quality analysis of 12 deep Boreholes (Proc Ref: LUUK/593/WRKS/2017-18/00001) at a cost of UGX 205,891,639. Open Domestic Bidding.

TEC report dated 7th June 2017 recommended M/S MAA Technologies (U) Ltd for the Drilling of 2 Production Wells at Bukoova RGC (Proc Ref: LUUK/593/WRKS/2017-18/00009) at UGX 59,870,569. Open Domestic Bidding.

Education Sector projects:

TEC report dated 7th June 2017 recommended M/S Bazira Consultants Ltd for the Construction of 2 classroom block at Nakavuma P/S in Irongo S/C (Proc Ref: LUUK/593/WRKS/2017-18/00004) at UGX 51,028,510. Open Domestic Bidding.

TEC report dated 7th June 2017 recommended M/S Bato NK technical Consults for the Construction of a 5 stance pit latrine at Mawundo P/S Proc Ref: LUUK/593/WRKS/2017-18/00005) at UGX 17,023,860. Selective Bidding

Health Sector Projects:

TEC report dated 5th Feb 2018 recommended M/S Kenwood General Enterprises and Construction Company for the Partial Completion of Ikonja Maternity Ward at Ikonja HCIII (Proc Ref: LUUK/593/WRKS/2017-18/00020) at UGX 47,850,000. Selective Bidding.

Administration projects:

TEC report dated 7th June 2017 recommended M/S Muza general Enterprises Ltd for the Construction of a 5-stance lined pit latrine at Luuka District Administrative Block Proc Ref: LUUK/593/WRKS/2017-18/00010) at UGX 18,000,130. Selective Bidding.

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>Contracts Committee (CC) considered recommendations of the TEC. For example,</p> <ul style="list-style-type: none"> • Under CC Min .04/DCC/06/2017(a) dated 8th June 2017 during the 12th Sitting, the DCC approved the recommendations of TEC and awarded the contract to M/S MAA Technologies (U) Ltd for the Sitting, Drilling, Pump Testing & Water Quality analysis of 12 deep Boreholes (Proc Ref: LUUK/593/WRKS/2017-18/00001) at a cost of UGX 205,891,639. Open National Bidding. <p>Under CC Min.04/DCC/06/2017(b) dated 8th June 2017 during the 12th Sitting, the DCC approved the recommendations of TEC and awarded the contract to M/S MAA Technologies (U) Ltd for the Drilling of 2 Production Wells at Bukoova RGC (Proc Ref: LUUK/593/WRKS/2017-18/00009) at UGX 59,870,569. Open Domestic Bidding.</p> <p>Under CC Min.04/DCC/02/2018(d) dated 15th Feb 2018 during the 18th Sitting, the DCC approved the recommendations of TEC and awarded the contract to M/S Kenwood General Enterprises and Construction Company for the Partial Completion of Ikonia Maternity Ward at Ikonia HCIII (Proc Ref: LUUK/593/WRKS/2017-18/00020) at UGX 47,850,000. Selective Bidding.</p> <p>Under CC Min.04/DCC/06/2017(k) dated 8th June 2018 during the 12th Sitting, the DCC approved the recommendations of TEC and awarded the contract to M/S Muza General Enterprises Ltd for the Construction of a 5-stance lined pit latrine at Luuka District Administrative Block (Proc Ref: LUUK/593/WRKS/2017-18/00010) at UGX 18,000,130.</p> <p>Under CC Min.04/DCC/06/2017(f) dated 8th June 2018 during the 12th Sitting, the DCC approved the recommendations of TEC and awarded the contract to M/S Bazira Consultants Ltd for the Construction of 2 classroom block at Nakavuma P/S in Irongo S/C (Proc Ref: LUUK/593/WRKS/2017-18/00004) at UGX 51,028,510.</p> <p>Under CC Min.04/DCC/06/2017(g) dated 8th June 2018 during the 12th Sitting, the DCC approved the recommendations of TEC and awarded the contract to M/S Bato NK technical Consults for the Construction of a 5 stance pit latrine at Mawundo P/S Proc Ref: LUUK/593/WRKS/2017-18/00005) at UGX 17,023,860.</p>	<p>1</p>
<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure</p>	<ul style="list-style-type: none"> • a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure 	<p>The current consolidated approved Procurement plan for FY 2018/19 which was submitted in a letter dated 14th September 2018 signed and stamped by the CAO. It was received by MFPED, PPDA & MoLG on 17th September 2018 as shown on the receipt stamp covered cover all major investments/ infrastructure projects in the current approved</p>	<p>2</p>

activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for

the previous FY: score 2

and AWP/B for FY 2018/19.

Output 078180: Classroom construction & Rehabilitation estimated at UGX 552,000,000 was seen on page 56 of AWP 2018/19.

Output 078181: Latrine construction & Rehabilitation estimated at UGX 93,409,000 was seen on page 56 of AWP 2018/19. Also under output 078181 latrine construction and rehabilitation at Bukanga P/S estimated at UGX 19,000,000, Bugonyoka P/S at UGX 19,000,000, Kyanvuma P/S at UGX 17,409,000, St. Kizito P/S in Kawanga at UGX 19,000,000, and Bugonza P/S at UGX 19,000,000. Total cost of latrines was UGX 93,409 shown on page 31-32 of AWP 2018/19.

Output 078182: Teacher House construction & Rehabilitation estimated at UGX 81,920,000 was seen on page 56 of AWP 2018/19. The Teacher's house at Bulanga P/S was also seen on page 32 of AWP 2018/19 estimated at UGX 81,920,000.

For example,

Projects in the Procurement Plan 2018/19 and AWP 2018/19 are:

i. Construction of 2 Classroom Block at Bukendi P/S estimated at UGX 54,000,000 was on page 1 marked S/N 1 in Procurement plan 2018/19 and on page 51 in AWP 2018/19. Output 088183: OPD and other ward construction and rehabilitation (i.e. Upgrading Bukendi HCII & Rehabilitation of Kiwalazi HCII) estimated at UGX 542,182,000.

ii. Construction of 2 Classroom Block at Bulawa P/S under SFG funding estimated at UGX 54,000,000 was on page 1 marked S/N 1 in Procurement plan 2018/19 and in AWP 2018/19 under Output 078180: Classroom construction & Rehabilitation on page 56 of AWP 2018/19.

iii. Construction of 13 deep Boreholes (at Buwamwa, Nakiswiga A, Kiroba-Budoma, Namukubembe-Butafuko, Bugalyanga, Itwe, Busanda, Bugaya, Bugabula-Bukanda & Bukendi trading centres, etc.) estimated at total of UGX 296,414,668 under DWSCG funding was on page 5 marked S/N 8 in Procurement plan 2018/19 and also seen under output 098183 (Borehole drilling & rehabilitation) i.e Engineering designs and design studies and plans estimated at UGX 315,362,000 was on page 43 in the AWP 2018/19. All boreholes constructions are indicated on page 44045 estimated at total of UGX 400,421,000 in the AWP 2018/19.

iv. Renovation of Kiwalazi HCII estimated at 42,182,329 under PHC funding was on page 1 marked S/N 1 in Procurement plan 2018/19 and on page 51 in AWP 2018/19 under output 088183: OPD and other ward construction and rehabilitation (i.e. Upgrading Bukendi HCII & Rehabilitation of Kiwalazi HCII) estimated at UGX 542,182,000.

v. Partial Completion of a 2 classroom Block at Biguno P/S in Bukanga S/C estimated at 16,900,000 under DDEG funding

was on page 6 marked S/N 5 in Procurement plan 2018/19 and in AWP 2018/19 under Output 078180: Classroom construction & Rehabilitation on page 56 of AWP 2018/19.

vi. Phased construction of Livestock market in Busalamu Trading Centre estimated at UGX 38,784,000 under PMG funding was on page 2 marked S/N 1 in Procurement plan 2018/19 under production and Commerce and on page 42 in AWP 2018/19 under Output 018283 Livestock market construction (i.e. continuation of a phased construction of livestock market in Busalamu parish in Bukanga S/C) estimated at UGX 38,784,000.

vii. Construction of a 3 stance lined pit latrine with a urinal at Buyoga P/S in Bukooma S/C estimated at 11,600,000 was on page 7 marked S/N 11 in Procurement plan 2018/19 and in AWP 2018/19 under Output 078181: Latrine construction & Rehabilitation on pages 31, 32 & 56 of AWP 2018/19.

viii. Construction of a 4 stance lined pit latrine with a urinal and Hand washing facility at Nsimakatono Trading Centre in Irongo S/C estimated at 16,956,212 was on page 4 marked S/N 7 in Procurement plan 2018/19 and on page 43 estimated at UGX 16,956,000 and also seen on page 70 and page 128 in AWP 2018/19 under Output 098180 Construction of Public Latrines in RDCs (1 borehole) estimated at UGX 18,000,000.

Under works and Transport:

Periodic maintained of Roads under URF. Roads are Busalamu-Waibuga (4.9km), Bulanga-Busiro (16km), bridging of Buduba Swamp, Walibo swamp, Bukova-Nawaka road (11.1km) at UGX 54,000,000 was on page 5 marked S/N 1 in Procurement plan 2018/19 and on page 66 in AWP 2018/19.

Overall, under Output 048158: District Roads Maintenance (URF) i.e. Bukoova-Nawaka (11.1km), Bulanga-Waibuga – Busiro (16km), Busala-Namulanda (13.7km), Busalamu-Waibuga (4.8km), Bulanga-Kyankwuzi (2.8km). Routine maintenance of Nawaka-Bukoova road (11.1km), Busalamu-Waibuga (4.9km) all roads estimated at UGX 323,359,000.

In addition, the Luuka district LG made procurements in FY2017/18 as per plan (adhered to the procurement plan) for FY 2017/18 which was received by PPDA and has a receipt stamp of PPDA dated 14th July 2017 and MFPED 14th July 2017. The AWP/B 2017/18 was

The 5 sampled completed projects were included in the procurement plan for FY 2017/18 and the AWP 2017/18.

Projects in the AWP 2017/18 & procurement Plan 2017/18 are:

Water Sector: projects (10 Boreholes:

Sitting, Drilling, Pump Testing & Water Quality analysis of 12 deep Boreholes estimated at total of UGX 206,551,512 was on page 4 marked S/N5 in the procurement plan 2017/18 and in AWP 2017/18. See boreholes above.

Drilling of 2 Production Wells at Bukoova RGC (Proc Ref: LUUK/593/WRKS/2017-18/00009) estimated at total of UGX 60,000,000 was on page 4 marked S/N not indicated in the procurement plan 2017/18 and in AWP 2017/18. See boreholes above.

Education Sector projects:

Construction of 2 classroom block at Nakavuma P/S in Irongo S/C (Proc Ref: LUUK/593/WRKS/2017-18/00004) estimated at total of UGX 51,400,000 was on page 1 marked S/N3 in the procurement plan 2017/18 and on page 60 of AWP 2017/18.

Construction of a 5 stance pit latrine at Mawundo P/S in Waibuga S/C (Proc Ref: LUUK/593/WRKS/2017-18/00005) estimated at total of UGX 17,000,000 was on page 1 marked S/N6 in the procurement plan 2017/18 and on page 60 of AWP 2017/18.

Health Sector Projects:

Partial Completion of Ikonja Maternity Ward at Ikonja HCIII (Proc Ref: LUUK/593/WRKS/2017-18/00020) estimated at total of UGX 47,500,000 was on page 2 marked S/N1 in the procurement plan 2017/18 and in WP 2017/18.

Administration:

Construction of a 5-stance lined pit latrine at Luuka District Administrative Block Proc Ref: LUUK/593/WRKS/2017-18/00010) estimated at total of UGX 18,000,000 under DDEG funding was on page 13 marked S/N not indicated but was in the procurement plan 2017/18 and in AWP 2017/18.

Road Works:

Mechanised maintenance of district roads e.g Nakabale C via Nakaabale Trading centre through Kiribise's Home to Buwenge –Kaliro road (5km) estimated at UGX 7,400,000 under DDEG funding (Force Account) was on page 9 marked S/N1 in the procurement plan 2017/18 and in AWP 2017/18.

Mechanised maintenance of district roads under URF e.g Bwoye road (3.1km) estimated at UGX 44,295,200 marked S/N1 on page 9 of procurement plan 2017/18 and on page in AWP 2017/18.

		<p>Mechanised maintenance of district roads under URF e.g Minjo road (2.1km) estimated at UGX 27,728,800 using Force on Account was marked S/N__ on page 10 of procurement plan 2017/18 and on in AWP 2017/18.</p> <p>Mechanised maintenance of district roads under URF e.g Busimawo-Welukwagana road (2.2km) estimated at UGX 28,627,880 using Force on Account was marked S/N__ on page 10 of procurement plan 2017/18 and in AWP 2017/18.</p>	
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>The current consolidated Procurement & Disposal Plan FY 2018/19 signed by CAO and submitted to PPDA in a letter dated 14th September 2018 and bears a receipt stamp of PPDA dated 17th September 2018 and MFPED dated 17th Sept 2018, a total of 44 infrastructure projects.</p> <p>The 1st District contracts committee (DCC) meeting on 9th July 2018 under Min.03/DCC/07/2018 approved bidding documents, Procurement method, advert, evaluation methodology, names on the evaluation committee for revenue collection centres and other works. Specifically, the bid documents for the following infrastructure projects were prepare by PDU by 30th August 2018.</p> <p>Therefore the percentage was calculated to be 10 out of 44 bid documents (22.73%) which was less than 80% required by the LGPA manual of June 2018.</p> <p>i. Construction of 2 Classroom Block at Bukendi P/S (Proc Ref: LUUK/593/WRKS/2018-19/00005) under SFG funding. Bid document issued July 2018.</p> <p>ii. Construction of 2 Classroom Block at Bulawa P/S (Proc Ref: LUUK/593/WRKS/2018-19/00006) under SFG funding. Bid document issued July 2018.</p> <p>iii. Construction of 13 Boreholes Deep Wells (Proc Ref: LUUK/593/WRKS/2017-18/00001) under DWSCG funding. Bid document issued July 2018.</p> <p>iv. Renovation of Kiwalazi HCII (Proc Ref: LUUK/593/WRKS/2018-19/00001) under PHC funding.</p> <p>v. Construction of a 3 stance lined pit latrine with a urinal at Buyoga P/S in Bukooma S/C (Proc Ref: LUUK/593/WRKS/2018-19/000013).</p> <p>vi. Construction of a 4 stance lined pit latrine with a urinal and Hand washing facility at Nsimakatono Trading Centre in Irongo S/C (Proc Ref: LUUK/593/WRKS/2018-19/000013).</p> <p>vii. Renovation of Nairikia HCII in Bukooma S/C (Proc Ref: LUUK/593/WRKS/2018-19/0000____) estimated at 2,000,000 under DDEG funding.</p>	<p>0</p>

viii. Renovation of administration Block (external & internal painting) of in Bukooma S/C administration Block (Proc Ref: LUUK/593/WRKS/2018-19/0000____).estimated at 2,082,000 under DDEG funding.

ix. Partial Completion of a 2 classroom Block at Biguno P/S in Bukanga S/C (Proc Ref: LUUK/593/WRKS/2018-19/000010) estimated at 16,900,000 under DDEG funding.

x. Phased construction of Livestock market in Busalamu Trading Centre (Proc Ref: LUUK/593/WRKS/2018-19/00002) estimated at UGX 38,784,000 under PMG funding.

However, the Workplan for 1st quarter activities for infrastructure projects under Force on Account in FY 2018/19 was submitted by Word department on 10th Sept 2018 and approved by the 3rd DCC meeting held on 20th Sept 2018 under Min 07/DCC/09/2018: Grant of Authority for works under Force Account mechanism. To work on Walibo Swamp (500m) and mechanised maintenance of Busalamu-Waibuga road (4.9km) at UGX 35,515,500 to cater for fuel and allowance only.

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2

There was an updated contract register with complete procurement activity files for all procurements made in FY 2017/18. It had columns indicating the Date, Certificate NO, Certified amount, Retention (UGX), WHT, Net payment, Performance Security, Total payment, Balance (UGX), percentage of works completed.

For example, from a sample of 5 projects with serial numbers listed below;

Water Sector: projects (10 Boreholes:

Sitting, Drilling, Pump Testing & Water Quality analysis of 12 deep Boreholes (Proc Ref: LUUK/593/WRKS/2017-18/00001).

Drilling of 2 Production Wells at Bukoova RGC (Proc Ref: LUUK/593/WRKS/2017-18/00009).

Education Sector projects:

- Construction of 2 classroom block at Nakavuma P/S in Irongo S/C (Proc Ref: LUUK/593/WRKS/2017-18/00004) at UGX 51,028,510. Open Domestic Bidding.

- Construction of a 5 stance pit latrine at Mawundo P/S Proc Ref: LUUK/593/WRKS/2017-18/00005) at UGX 17,023,860. Selective Bidding.

Health Sector Projects:

Partial Completion of Ikonja Maternity Ward at Ikonja HCII (Proc Ref: LUUK/593/WRKS/2017-18/00020).

Administration projects:

Construction of a 5-stance lined pit latrine at Luuka District Administrative Block Proc Ref: LUUK/593/WRKS/2017-18/00010).

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

- For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.

Luuka District LG adhered to the procurement thresholds. For example, from the sampled projects below, indicated compliance with the procurement thresholds & method of procurement.

Open Domestic Bidding (ODB) applied for the following projects;

Water Sector: projects (10 Boreholes:

- Sitting, Drilling, Pump Testing & Water Quality analysis of 12 deep Boreholes (Proc Ref: LUUK/593/WRKS/2017-18/00001) at a cost of UGX 205,891,639. Open Domestic Bidding.
- Drilling of 2 Production Wells at Bukoova RGC (Proc Ref: LUUK/593/WRKS/2017-18/00009) at UGX 59,870,569. Open Domestic Bidding.

Education Sector projects:

- Construction of 2 classroom block at Nakavuma P/S in Irongo S/C (Proc Ref: LUUK/593/WRKS/2017-18/00004) at UGX 51,028,510. Open Domestic Bidding.

Selective Bidding (SB) applied for the following projects;

Education Sector projects:

- Construction of a 5 stance pit latrine at Mawundo P/S (Proc Ref: LUUK/593/WRKS/2017-18/00005) at UGX 17,023,860. Selective Bidding.

Health Sector Projects:

- Construction Company for the Partial Completion of Ikonia Maternity Ward at Ikonia HCIII (Proc Ref: LUUK/593/WRKS/2017-18/00020) at UGX 47,850,000. Selective Bidding.

Administration:

- Construction of a 5-stance lined pit latrine at Luuka District Administrative Block (Proc Ref: LUUK/593/WRKS/2017-18/00010) at UGX 18,000,130. Selective Bidding.

The LG has certified and provided detailed project information on all investments

Maximum 4 points on this performance measure

• Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates

for all projects based on technical supervision: score 2

All works projects implemented in the previous FY 2017/18 were appropriately certified. Interim and completion certificates based on technical supervision were on file and attached to the payment vouchers.

For example,

i. Interim Payment Certificate No.2 issued 14th Feb 2014 signed by the DWO for the Sitting, Drilling, Pump Testing & Water Quality analysis of 12 deep Boreholes (Proc Ref: LUUK/593/WRKS/2017-18/00001). There was a completion report dated 14th Feb 2018 signed by DWO.

ii. Interim Payment Certificate No.2 issued 14th Feb 2018 signed by the DWO for the Drilling of 2 Production Wells at Bukoova RGC (Proc Ref: LUUK/593/WRKS/2017-18/00009). There was a completion report dated 14th Feb 2018 signed by DWO.

iii. Interim Payment Certificate No.1 issued 24th May 2018 signed by the Acting District Engineer for the Partial Construction of the Maternity Ward at Ikonja HCIII in Nawampiti S/C (Proc Ref: LUUK/593/WRKS/2017-18/00020). There was a completion report with pictures dated 24th May 2018 signed by the Acting District Engineer.

iv. Interim Payment Certificate No.1 issued 3rd April 2018 signed by the Acting District Engineer for the Construction of a 5-stance lined pit latrine at Luuka District Administrative Block Proc Ref: LUUK/593/WRKS/2017-18/00010). There was a completion report with pictures dated 4th April 2018 signed by the Acting District Engineer.

v. Interim Certificate No.1/Form 8 Certificate of Works for Civil works/Furniture issued 3rd April 2018 signed by the Supervisor of Works (Acting District Engineer) and Assistant Engineering Officer (MoES) for the Construction of 2 classroom block at Nakavuma P/S in Irongo S/C (Proc Ref: LUUK/593/WRKS/2017-18/00004) at UGX 51,028,510. There was a completion report with pictures dated 18th April 2018 signed by the Civil Engineer (Twaha Tabandika).

vi. Certificate of Completion dated 10th October 2018 for the Construction of a 5 stance pit latrine at Mawundo P/S (Proc Ref: LUUK/593/WRKS/2017-18/00005) at UGX 17,023,860. There was a Final report dated 10th October 2018 signed by the District Engineer. Interim payment certificate No.1 issued on 27th Nov 2017 and also had pictures of progress/status of project.

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>Implementation of all infrastructure projects for FY 2018/19 has not started. All water projects have been advertised but the rest have not started.</p> <p>Therefore, there were no Site Boards specifications for all infrastructure projects in FY 2018/19 indicating contract values.</p> <p>In addition, the actual contract value was not specified within the BoQs as a requirement to be displayed on the site boards by the contractor.</p> <p>Siting and drilling for 13 boreholes projects was to start on 10th Oct 2018 as per the contract but it has not started.</p>	<p>0</p>
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Financial management

<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>The LG maintained a total of 16 Accounts. BRS were not done on time as stipulated in the LG Financial and Accounting Regulations ,2007 Sec 73 & the LG Accounting Manual as evidenced by the samples taken;</p> <p>1. LUUKA DISTRICT GENERAL FUND- <i>Centenary Bank</i> <i>A/c No. 4812100010</i></p> <p>July 2018 was reconciled on 10 Aug 2018</p> <p>Sept 2018 reconciliation was done on 01 Oct 2018</p> <p>Dec 2017 reconciliation was done on 31 Dec 2017</p> <p>Feb 2018 reconciliation was done on 01 March 2018</p> <p>2. LUUKA DLG FINANCE AND PLANNING A/C- <i>Centenary Bank</i> <i>A/c No- 4812100066</i></p> <p>Sept 2017 was reconciled on 06 Oct 2017</p> <p>Nov 2017 reconciliation was done 06 Dec 2017</p> <p>April 2018 reconciliation was done on 09 July 2018 (late)</p> <p>Aug 2018 reconciliation was done on 07 Sept 2018</p> <p>3. LUUKA DLG EDUCATION A/C-<i>Centenary Bank</i> <i>A/c No. 4812100049</i></p> <p>July 2018 reconciliation was done on 31 Aug 2018</p> <p>Nov 2017 reconciliation was done on 30 Nov 2017</p> <p>Jan 2018 reconciliation was done on 31 Jan 2018</p> <p>April 2018 reconciliation was done on 30 April 2018</p>	<p>0</p>
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4. LUUKA DLG ADMINISTRATION A/C- *Centenary Bank*

A/c No.- 4812100058

July 2018 reconciliation was done on 31 July 2018

March 2018 reconciliation was done on 31 March 2018

The other reconciliations for the rest of the FY were done but not dated therefore it was difficult to determine the dates when the reconciliations were prepared.

5. LUUKA DLG WORKS AND WATER A/C- *Centenary Bank*

A/c No.- 4812100011

Aug 2017 reconciliation was done on 04 Sept 2017

Oct 2017 reconciliation was done on 02 Nov 2017

Jan 2018 reconciliation was done on 02 Feb 2018

June 2018 reconciliation was done on 03 July 2018

All the sampled reconciliations were not approved by the HOF as per the LG Accounting Manual Form AC 18 and the LG Financial & Accounting Regulations 2007 Sec 73

<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<p>The LG made timely payments to suppliers during FY 2017/2018 as evidenced by the sample below;</p> <ol style="list-style-type: none"> 1. Maa Technologies Uganda Limited (2017/GWC/DBDR/LUUK/0001) –Siting, motorized drilling, test pumping and water quality analysis of 12 boreholes <p><i>Payment process,</i> Paid amount- Shs 78,276,566 Requisition date- 12 Feb 2018 Certified by DWO- 14 Feb 2018 Paid -05 March 2018 (Vr No. 01/3/18)</p> <ol style="list-style-type: none"> 2. Record time General Enterprises Limited (LUUK/593/ADMIN/DDEG/16-17/002)- Construction of Luuka Administration block <p><i>Payment process;</i> Paid Amount- shs 11,179,971 Requisition date- 02 Nov 2017 Certified by DE- 06 Nov 2017 Paid- 07 Nov 2017 (Vr No. 01/11/17)</p> <ol style="list-style-type: none"> 3. Devo Electronics & Solar products (2017/DDEG/LUUK/0001)- Supply and installation of a solar power system at Kiyunga Health Centre IV <p><i>Payment process;</i> Paid amount- Shs 10,915,254 Requisition date – 06 Sept 2017 Certified by DHO – 21 Sept 2017 Paid- 24 Oct 2017 (Vr No. 04/10/17)</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>There was no substantive Principal or Senior Internal Auditor appointed.</p> <p><i>(Source: Personnel File)</i></p>	<p>0</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The LG produced all quarterly reports and submitted to council as required by the LG Act Sec 90.</p> <p>Quarter 1 report dated 15 Oct 2017 was submitted to PAC & Council & Accounting Officer on 27 Oct 2017, submission letter to Directorate of Internal Auditor could not be traced.</p> <p>Quarter 2 report dated 15 Jan 2018 received by Directorate of Internal Audit on 29 June 2018 and submitted to PAC, Council & Accounting Officer on 15 Jan 2018.</p> <p>Quarter 3 report dated 15 April 2018 received by Directorate of Internal Audit on 29 June 2018 and submitted to PAC, Council & Accounting Officer on 30 April 2018.</p> <p>Quarter 4 report dated 15 July 2018 submitted to PAC, Council & Accounting Officer on 31 Aug 2018.</p> <p><i>References to Internal Audit meeting minutes.</i></p> <p>There were no Internal Audit meeting minutes availed for review</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of</p> <p>internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>The LG provided some implementation status for audit queries to LGPAC but Council did not review the PAC reports to follow up. All reports were deferred to the following council meetings till the end of the FY.</p> <p>There were no internal Audit meeting minutes to refer to</p>	<p>0</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>All 4 quarterly reports were submitted to LG PAC and LG Accounting Officer as per the Internal Auditor's delivery book.</p> <p><i>SUBMISSION TO LGPAC/CAO</i></p> <p>Quarter 1- 27 Oct 2018. Quarter 2- 15 Oct 2018 Quarter 3- 30 April 2018 Quarter 4- 29 July 2018</p> <p><i>Reference to PAC minutes;</i></p> <p>The PAC Secretary presented a review report for all the four quarterly reports for the FY 2017/18 dated 30 Sept 2018.</p> <p>All the quarterly reports were discussed in June & July 2018 in 3 meetings.</p> <p>Min03/LDPAC/07/2018 (27 July 2018)</p> <p>Min03/LDPAC/06/2018 (27 June 2018)</p> <p>Min 04/LDPAC/07/2018 (29 July 2018)</p> <p>The Secretary PAC also presented documentation for responses to queries in the quarterly reports.</p>	1
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The LG had an assets register maintained but not as per the LG Accounting Manual requirements. Land, Motor vehicles and General assets were all recorded in the same form (AC 33 (a)). Forms AC 33 (b) & (c) were not adopted. Details of the assets were also missing for example Sofa set podium under administration had no cost attached and so did furniture.</p>	0
<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>The LG had an unqualified audit opinion as per AG's Report.</p> <p><i>(Source: Report of the Auditor General to Parliament for FY ended 30 June 2018; Annexure IV; 4.2)</i></p>	4

Governance, oversight, transparency and accountability

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>There was evidence that the Council meets and discusses service delivery related issues and reports;</p> <p>In Council sitting of May 31st, 2018 under Min.05/LDC/05/2018: sector committee recommendations on the budget for FY 2018/19.</p> <p>Min.07/LDC/05/2018: Motion 1: approval of the budget estimates for FY 2018/19.(A) Total budget 20,997,704,000, and (b) revised budget estimated for 2017/18.</p> <p>Motion II: Adoption of the Bill on Counterfeit Agricultural inputs</p> <p>Council sitting on March 16th,2018 under Min. 05/LDC/03/2018: Laying of the budget estimates for FY 2018/19</p> <p>Council sitting on November 9th ,2017; under Min06/LDC/09/2017 presentation of sector committee reports (finance, admin and production; Works and technical services, Social Services)</p> <p>Min.07/LDC/11/2017. Motion III .Proposal of bylaw on Child labour, Early Marriages and teenage Pregnancies.</p> <p>Council sitting on September 19th,2017 under Min. 06/LDC/09/17: Presentation of sector committee reports : Finance and Administration report, Physical Planning , Works and Technical services, Social Services Committees)</p>	<p>2</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>Luuka District CAO has appointed a staff Mr. Wandira Yosia the District Planer as a focal person to coordinate responses/feedback. A letter dated 17th July 2018, ref. No. CR/156/1; Signed by the Mr. Nsubuga Zirimenya the Chief Administrative Officer.</p>	<p>1</p>

<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>The LG has no clear system for recording, investigating and responding to grievances.</p>	<p>0</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>Luuku District LG has published information on noticeboards ie, LG staff salary payroll (September 2018) and Pensioner invoice (September 2018).</p>	<p>2</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>The PDU has displayed a procurement plan; best evaluated bidders, pre-qualification list 2018/2019.</p>	<p>1</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>Luuka district performance assessment results and implications for FY 2016/17 are published to the citizens; (on the LG budget website and by MoFPED). The district disseminated its report performance on September 26th, 2018. The district CAO and planning unit presented the LGPA 2016/17 results under DTPC Min 05/DTPC/DEC/09/2018.</p> <p>Luuka LG got 48% overall score and ranked 109th out of 138 LG assessed.</p> <p>The TPC meeting resolved to adequately through carrying out mock assessment in readiness for the National Assessment 2017/18 FY.</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>Luuka district communicated and explained guidelines, circulars and policies issued by the National level to LLGs eg</p> <p>Budget call circular FY 2018/19 was circulated to sub county chiefs by the CAO on October 10th, 2017.</p> <p>Tax Compliance in Luuka District from URA to CAO.</p> <p>CAO photocopied and circulated to the LLGs on 03/09/2017.</p> <p>On 10th/04/2018 the CAO circulated a letter to all Sub county chiefs. The letter was from MoGLSD Ref. ADM140/170/01, dated 9th/01/2018 on; transfer of recoveries to the Central UWEP recovery account in Bank of Uganda. Signed by Ms Jane S Mpagi for PS MoGLSD.</p> <p>DCAO of LUUKa on 10th/04/2018 circulated a letter to all sub county chiefs from MGLSD regarding Guidelines on utilization of Operational funds under UWEP program. The was dated 05th/03/2018, Ref. GCC/140/252/02: signed by Mr. Pius Bigirimaana, Permanent Secretary.</p> <p>The CAO on 30th/06/2018 communicated a circular from MoLG, date June 28th, 2018: on guidelines on use and care of Government Vehicles. CAO photocopied and circulated to HoDs and to LGs heads.</p>	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that 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. 	<p>The LG did not conduct discussions in a form of a Baraza or radio programs to feedback on status of activity implementation.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>Gender focal person (GFP) & CDO provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities. For example,</p> <p>District Technical Planning (TPC) meeting held on 13th March 2018 under Min 04/DTPC/2018 mentoring on gender sensitive budgeting and planning by the GFP. The GFPO told members of TPC that all sectors have to mainstream gender in their respective plans and budget for the district to comply under the critical requirements set by the National Planning Authority (NPA) of awarding BFP certificates. Informed members that gender activities have to be tagged with costs in the budgets for example, sensitizing parents on the benefits of educating the girl child in schools under education sector to address the high school dropouts of girls which is arising from teenage pregnancy, promotion of home-based care services under the health sector to address the higher HIV/AIDS infection among the women as compared to men, mobilisation of marginalised groups (women, youth, PWDs and elderly).</p> <p>Subsequently, there was an action list arising from the DTPC meeting held on 13th March 2018. This list was used to track progress of actions agreed upon in the TPC meeting. One of the action to be done by the end of August 2018 was that the district leadership both political technical to sensitize parents on good parenting and the value of educating the girl child.</p>	<p>2</p>

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implement-ted: score 2. 	<p>The gender focal point and CDO planned 2 activities for current FY 2018/19 to strengthen women's roles and address vulnerability and social inclusion. Activities included</p> <ul style="list-style-type: none"> Community development Vote Gender mainstreaming: Mentoring /training of sector heads and HoDs in gender responsive planning & budgeting estimated at UGX 2,500,000. It was also indicated under output 108107: Gender mainstreaming (i.e Training in gender equity & gender sensitive planning & budgeting. Gender responsive plans and budgets developed at LLGs & HLGs. Mentoring of HoDs in mainstreaming gender issues during planning) was on page 77 of AWP 2018/19 estimated at UGX2,500,000. Under output 108104 community development service (HLGs) i.e monitoring of community development projects & programs in all LLGs) was on page 76 of AWP 2018/19 estimated at UGX 93,701,000. Children & Youths services: Monitoring of youths projects/sensitization of community on children's rights estimated UGX 800,000. Youth Council estimated at UGX 9,500,000: Training youths in entrepreneurship. Output 108102: Probation and Welfare support i.e CBS planned to conduct sensitization meetings on children rights at S/C level was on page 75 of AWP 2018/19 estimated at UGX 12,200,000. <p>In addition, out of the total expenditure of UGX 438936456 (i.e. UGX 348,077,748 from Final Accounts/Financial statement plus UGX 90,858,708 wage bill for CBS subtracted from the administration department expenditure line) in FY 2017/18 for CBS, only UGX UGX 348,077,748 was spent on gender activities/vulnerability/social inclusion (79.3%).</p> <p>The Final Accounts (Financial Statements for FY 2017/18 as at 30th June 2018 was signed and stamped by the CAO in a letter dated 24th July 2018 and was submitted to OAG and Accounts General's Officer in MFPED and has a receipt stamped for MFPED & OAG dated 29th August 2018.</p>	0
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land</p>	<ul style="list-style-type: none"> Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 	<p>Records on files from a sample of 5 projects below showed that the all projects were screened by the Environment Officer (SEO) using ESSF forms. A report on Environment Screening and Monitoring of all approved projects for FY 2017/18 signed and stamped on 11th July 2017 by the District Environment Officer only was on file. ESMP was on file for several projects.</p> <p>The sampled five (5) infrastructure project screened and have ESMP are;</p>	0

<p>acquisition</p> <p>1</p> <p>Maximum 6 points on this performance measure</p>	<p>1</p>	<p><u>Works & Technical service projects:</u></p> <p>ii. Ikumbya-Nawaka road (9.1km) has ESSF dated 6th July 2017 not endorsed by SEO & CDO.</p> <p>iii. Nawansega-Ikumbya (8.9km) has ESSF dated 4th July 2017 not endorsed by SEO & CDO.</p> <p>Water Sector: projects (10 Boreholes:</p> <p>ii. Bukopino (Inuula) has ESSF dated 4th July 2017 endorsed by SEO without the CDO but (Borehole not build/dry area).</p> <p>ii. Bukoova RGC has ESSF dated 5th July 2017 endorsed by SEO without the CDO.</p> <p>iii. Nawansega SS has ESSF undated and not endorsed by SEO & CDO.</p> <p>iii. Kantenga has ESSF dated 6th July 2017 endorsed by SEO without the CDO.</p> <p>iv. Nakabaale B has ESSF dated 3rd July 2017 endorsed by SEO without the CDO.</p> <p>v. Buzimba mukigwere has ESSF dated 4th July 2017 endorsed by SEO without the CDO.</p> <p>iv. Buwandawafuko was missing on file.</p> <p>vi. Busambwa kyani zone has ESSF dated 4th July 2017 endorsed by SEO without the CDO.</p> <p>vii. Butimbwa matende zone has ESSF dated 1st July 2017 endorsed by SEO without the CDO.</p> <p><u>Education Sector projects:</u></p> <p>viii. Construction of 2 classroom block at Nakavuma P/S has ESSF dated 4th July 2017 endorsed by SEO without the CDO.</p> <p><u>Health Sector Projects:</u></p> <p>iv. Partial Completion of Ikonja Maternity Ward at Ikonja HCII. ESSF dated 4th July 2017 and ESMP dated 11th July 2017 signed by EO only was on file.</p> <p><u>Administration project:</u></p> <p>v. Construction of a 5-stance lined pit latrine at Luuka District Administrative Block has ESSF dated 4th July 2017 endorsed by SEO without the CDO.</p>	<p>1</p>
<p>LG has</p>	<p>• Evidence that the</p>	<p>A sample of 5 infrastructure projects below indicated that</p>	<p>1</p>

<p>established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p>	<p>LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1</p>	<p>Luuka District LG integrated environmental and social management and health and safety plans in the contract bid documents & BoQs in FY 2017/18. For example;</p>
<p>Maximum 6 points on this performance measure</p>		<p>Item 2.19 of the BoQ for Sitting, Drilling, Pump Testing & Water Quality analysis of 12 deep Boreholes (Proc Ref: LUUK/593/WRKS/2017-18/00001) at a cost of UGX 205,891,639: Environment mitigation by filling depression near the boreholes, diverting runoff was way from the boreholes and planting Musizi tree as specified by project manager estimated UGX 1,188,000. Clearing estimated at UGX 540,000. Bid documents (GCC 60.2) included environment mainstreaming, e.g dispose waste/debris at least 10m away project site and the ground be levelled to allow free draining of storm water all the time. Plant tree seedlings, greening by planting grass as recommended by the Project Manager or Environment Officer. Tree nursing as well i.e attending to trees up to a certain time when they are resistant to dry weather conditions.</p>
		<p>Item 2.19 of the BoQ for the Drilling of 2 Production Wells at Bukoova RGC (Proc Ref: LUUK/593/WRKS/2017-18/00009) at UGX 59,870,569.: Environment mitigation by filling depression near the boreholes, diverting runoff was way from the production wells and planting Musizi tree as specified by project manager estimated UGX 198,000. Item 2.20: Planting of Griveria tree species in 15m-25m radius estimated at UGX 2,052,000. Item 2.21 Site clearing at UGX 90,000. Bid documents (GCC 60.2) included environment mainstreaming, e.g dispose waste/debris at least 10m away project site and the ground be levelled to allow free draining of storm water all the time. Plant tree seedlings, greening by planting grass as recommended by the Project Manager or Environment Officer. Tree nursing as well i.e attending to trees up to a certain time when they are resistant to dry weather conditions.</p>
		<p>Item F: Environment mitigation measures: provide a lumpsum sum for clearing the site and plant grass, Accasia trees as may be instructed estimated at UGX 90,000 for the Construction of a 5-stance lined pit latrine at Luuka District Administrative Block Proc Ref: LUUK/593/WRKS/2017-18/00010).</p>
		<p>Item F: Environment mitigation measures: provide a lumpsum sum for clearing the site and plant grass, Accasia trees as may be instructed estimated at UGX 150,000 for the Construction of 2 classroom block at Nakavuma P/S in Irongo S/C (Proc Ref: LUUK/593/WRKS/2017-18/00004) at UGX 51,028,510. Bid documents (GCC 60.2) included environment mainstreaming, e.g dispose waste/debris at least 10m away project site and the ground be levelled to allow free draining of storm water all the time. Plant tree seedlings, greening by planting grass as recommended by the Project Manager or Environment Officer. Tree nursing as well i.e attending to trees up to a certain time when they are resistant to dry weather conditions.</p>

		<p>Item F: Environment mitigation measures: Provide a lumpsum sum for clearing the site and plant grass, Accasia trees as may be instructed estimated at UGX 45,000 for the M/S Bato NK technical Consults for the Construction of a 5 stance pit latrine at Mawundo P/S Proc Ref: LUUK/593/WRKS/2017-18/00005) at UGX 17,023,860. Bid documents (GCC 60.2) included environment mainstreaming, e.g dispose waste/debris at least 10m away project site and the ground be levelled to allow free draining of storm water all the time. Plant tree seedlings, greening by planting grass as recommended by the Project Manager or Environment Officer. Tree nursing as well i.e attending to trees up to a certain time when they are resistant to dry weather conditions.</p>	
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>Infrastructure projects implemented in FY 2017/18 below indicated that all projects were implemented on land where the LG has proof of ownership (e.g. a land title, agreement, MoU etc..). For example, there was evidence on file showing proof of ownership of land for the following projects;</p> <p>Construction of a 5-stance lined pit latrine at Luuka District Administrative Block Proc Ref: LUUK/593/WRKS/2017-18/00010). There was a land Title file for the land under the District H/Qs Freehold Certificate of Title transferred to Luuka District LG on 12th Feb 2014 with Instrument Number 486747.</p> <p>Land agreements for the sitting, drilling, pump testing and water quality analysis for the 12 deep boreholes. For example, land agreement dated 23rd August 2017 for the Borehole at Buwanda village in Nawampiti S/C. Land agreement dated 23rd August 2017 for the Borehole at Buyenba village in Irongo S/C. Land agreement dated 23th August 2017 for the Borehole at Kantenga village in Irongo S/C. Land agreement dated 23th August 2017 for the Borehole at Butimbwa village in Waibuga S/C.</p> <p>Land agreement between the family of Late Erisatu Tibagarwa of Ikonja A LCI and the Luuka District LG and Chairperson of Ikonja HCIII Management Committee dated 21st September 2017 for the Partial Completion of Ikonja Maternity Ward at Ikonja HCII was on file.</p> <p>Land agreement between the land owner (Batakana Ayazika) and Luuka district LG dated 24th July 2017 for the construction of 2 production wells at Bukoova village in Bukooma S/C was on file signed by CAO, DWO, Water Officer and Chairperson WUC.</p>	<p>1</p>
			<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>The list of at least five (5) sampled projects below indicated that all completed projects have Environmental and Social Mitigation Certification Form (ESCF) completed and signed by Environmental Officer only without the CDO.</p> <ol style="list-style-type: none"> i. Environment and Social Certification Form signed and stamped by both the EO & CDO on 10th September 2017 was on file for the Partial Completion of Ikonja Maternity Ward at Ikonja HCII. Also has ESCF dated 13th June 2018 for Partial Completion of Ikonja Maternity Ward at Ikonja HCII signed and stamped by the EO only. ii. ESCF dated 4th March 2018 for Drilling of 12 boreholes. iii. ESCF dated 30th July 2018 for construction of 2 classroom block at Budoma P/S signed and stamped by the EO only. iv. ESCF dated 13th July 2018 for construction of 2 classroom block at Nakavuma P/S signed and stamped by the EO only. v. ESCF dated 13th June 2018 for construction of 5 stance lined pit latrine at Nabikuyi P/S signed and stamped by the EO only. vi. ESCF dated 16th May 2018 for construction of 2 classroom Block at Bulanga P/S signed and stamped by the EO only. vii. ESCF dated 15th May 2018 for construction of 4 stance pit latrine at Bulanga RGC signed and stamped by the EO only. viii. ESCF dated 13th May 2018 for construction of 2 classroom Block at Nakavuma P/S signed and stamped by the EO only. ix. ESCF dated 20th March 2018 for construction of 5 stance pit latrine at Bugabula signed and stamped by the EO only. x. ESCF dated 13th Feb 2018 for construction of 5 stance pit latrine at Nawansega signed and stamped by the EO only. xi. ESCF dated 25th Jan 2018 for Partial construction of a Livestock Market in Bukanga S/C was signed and stamped by the EO only. xii. ESCF dated 10th Sept 2017 for construction of 5 stance pit latrine at Luuka District Administration Block signed and stamped by the EO only. xiii. ESCF dated 19th Feb 2017 for construction of 5 stance pit latrine at Mawundo was signed and stamped by the EO only. <p>NOTE:</p> <p>Overall, CDO was not involved in certifying projects.</p>
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>Records on file indicated that the contract payment certificate included prior environmental and social clearance signed by the EO only.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>There was no activity/monitoring reports on the implementation of mitigation measures infrastructure Projects signed and stamped by CDO & Environment Officer (EO). No checklists and no pictures on files showing status of implementation by EO & CDO.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>LG budgeted for a Head Teacher and minimum of 7 teachers per school for the current FY 2018/2019. As presented on file, a total number of 1274 teachers were budgeted for in the 88 Government Aided P/S, 6 Licensed & registered private P/S and 20 licensed private P/S with a wage bill provision of UGX 13141314 was observed.</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>LG deployed a head teacher and minimum of 7 teachers per school for the current FY 2018/2019 as observed in the following schools.</p> <p>Namumera P/S had 14 teachers, Walyembwa P/S 18 teachers observed, Kitwekyambogo P/S had 20 teachers, Kiyunga P/S teachers were 21 teachers and Nakabugo P/S were 18 teachers.</p>	4
<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>As observed on file LG filled the structure for primary teachers as indicated. Filled head teachers were 74 and gap 14, Deputy head teachers filled were 30 and gap 58, Senior education assistants filled were 72 and gap 128 and Education assistants filled were 1256 and gap 44. In total filled 1432 and 244 vacant. Out of 1676 LG filled 1432 representing 85%.</p>	3

<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>LG filled only one position of school inspectors as staff structure required 2 inspectors. As presented on file, Nabwire Jane Head teacher III/95/3377 V/95/2002/2002/1937/GT/2015/124 was appointed on transfer within the service on 28th/06/2018 under minute number 06/LK/DSC/06/18(a) directed that you be offered appointment as inspector of schools.</p> <p>However she wasn't formerly appointed though appointment letter was given without running any advert and her appointment was petitioned in the council committee meeting as it was indicated in the COA hand over report.</p>	<p>0</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>As presented on file LG Education Department submitted a recruitment plan to HRM on 18th/06/2018 to fill the gap of Head teachers 14, Deputy head teacher 58, Senior Education Assistants 128 and 44 Education Assistants.</p>	<p>2</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>As indicated on file LG Education Department submitted a recruitment plan to HRM on 18th/06/2018 to fill the position of 1 senior inspector of schools and 1 Inspector of school.</p>	<p>2</p>
<p>Monitoring and Inspection</p>			

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>There are two school inspectors namely Ms. Nabwire Jane and Mr. Mabuzi Moses Galandi.</p> <ol style="list-style-type: none"> 1. Ms. Nabwire Jane was appraised by Mr. Kamyuka Francis on 24th July 2018 2. Mr. Mabuzi Moses Galandi was appraised by Mr. Kamyuka Francis on 24th July 2018. 	3
<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>Evidence from schools list shows that there are 88 primary schools and 63 personnel files and performance reports were availed. This revealed that performance reports were signed showing appraisal, examples are;</p> <ol style="list-style-type: none"> 1. Isiko Grace Head teacher Kyanvuma P/S has performance agreement and report signed by Mutesi Mariam Sub County chief on 30th March 2017 and 31st Dec 2017 respectively. 2. Lutaaya Jabeeri Head Teacher Budoma P/S has performance agreement and report signed by Sub County Chief on 3rd April 2017 and 31st Jan 2018 respectively. 3. Ngonde Joab Head Teacher Gwembuzi P/S has performance agreement and report signed by Sub County chief on 31st Jan 2017 and 31st Dec 2017 respectively. 4. Bakuseka Nyiiro Head Teacher Buyoola P/S has performance agreement and report signed by Sub County chief on 13th Feb 2017 and 30th Dec 2017 respectively. 5. Bogere Musenze Abu Head Teacher Waibuga Muslim P/S has performance agreement and report signed by Sub County chief on 14th Feb 2017 and 12th Feb 2018 respectively. <p>The appraised 63 Head Teachers out of 88 gives 72% appraisal.</p>	2

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>LG presented on file the following circulars, guidelines and policies that were communicated included: Management of school attendance registers circular dated 20th/08/2017, circular on Adherence to school calendar dated 11th/08/2017, circular on enforcing closure of illegal schools dated 11th/08/2017, Guidelines for registration of 2018 PLE candidates dated 20th/03/218.</p> <p>Kiyunga P/S circulars communicated included management of school attendance registers dated 20th/08/2017 and circular about enforcing closure of illegal schools dated 11th/08/2017.</p> <p>Kitwekyambogo P/S circulars that were communicated included: Management of school attendance dated 20th /08/2018, Adherence to school calendar dated 11th/08/2017 and Enforcing closure of illegal schools dated 11/08/2017.</p> <p>Namumera P/S circulars that were communicated included: Management of school attendance dated 20th /08/2018, Adherence to school calendar dated 11th/08/2017, Enforcing closure of illegal schools dated 11/08/2017.</p> <p>Walyembwa P/S circulars that were communicated included: Management of school attendance dated 20th /08/2018, Adherence to school calendar dated 11th/08/2017, Enforcing closure of illegal schools dated 11/08/2017.</p> <p>However in Nakabugu P/S circulars communicated during FY 2017/2018 were not observed on file.</p>	<p>1</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>Meeting held on 8th/05/2018 DIS sensitized the head teachers on adherence to school calendar circular. Under minute number iii/(c)/T2/18 emphasized that schools should always close term 1 on official dates and reminded members to check up for school calendar at the education office notice board 67 teachers that attended.</p>	<p>2</p>

<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>Term 1 inspected 63 public schools out of 88. Term 2 inspected 74 public schools out of 88. Term 3 inspected 77 out of 88. Out of 264 schools that were to be inspected for term 1,3 and 4, DIS inspected 214 schools representing (81%).</p> <p>As the 5 sampled schools it was observed on file that schools were inspected twice a term and reports produced as observed in the visitors book. For example schools were inspected on the following days:</p> <p>Nakabugu P/S 18th/08/2017, 30th/10/2017, 26th/03/2018, 5th/04/2018.</p> <p>Kiyunga P/S 3rd/07/2017, 12th/10/2017, 9th/02/2018 27th/03/2018, 13th/04/2018, 26th/06/2018.</p> <p>Kitwekyambogo P/S 8th/04/2017, 21st/04/2017, 1st /06/2017, 5th/06/2017, 3rd/07/2017, 14th/02/2018, 27th/02/2018, 19th/04/2018, 21st/06/2018.</p> <p>Namumera P/S 2nd/03/2017, 6th/03/2017, 26th/04/2017, 12th/06/2017, 14th/06/2017, 17th/04/2018, 3rd/07/2017, 17th/07/2017, 1st/11/2017, 23rd/02/2018, 12th/04/2018, 23rd/04/2018.</p> <p>Walyembwa P/S 13th/07/2017, 3rd/04/2017, 2nd/03/2018, 2nd/11/2017, 17th/11/2017, 29th/11/2017, 5th/02/2018, 27th/04/2018.</p>	<p>8</p>
<p>LG Education department has discussed the results/ reports of school inspec- tions, used them to make recommendations for corrective actions and fol- lowed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>No evidence to show that the Education department discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY 2017/2018.</p>	<p>0</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>LG Education department submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES) on 16th/11/2017 for quarter 1, quarter 2 on 22nd/05/2018 and quarter 4 on 20th/09/2018.</p>	<p>2</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>As indicated in the 5 sampled schools that included Nakabugu P/S, Kiyunga P/S, Kitwekyambogo P/S Namumera P/S and Walyembwa P/S. However on file observed inspection tools for Evaluation of pupil achievement, Evaluation of teacher performance and Evaluation performance of school community relations.</p>	<p>0</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>As presented on file LG Education Department submitted 88 lists of schools on 15th/01/2018.</p> <p>According to PBS submissions, it was observed that LG submitted 88 lists of schools on 2nd/08/2018 for the current FY 2018/2019</p>	<p>5</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>As presented on file LG Education Department submitted 68395 pupil enrollment on 15th/01/2018.</p> <p>According to PBS submissions, it was observed that LG submitted 76890 on 2nd/08/2018 for the current FY 2018/2019. However there was inconsistent submission of data on enrollments.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>There was evidence that the Committee on Education met and discussed service delivery issues. Committee sitting on May 25,2018 under Min. 03/LDS/05/2018 Presentation of sector work plans and budget/discussion and recommendations;</p> <ul style="list-style-type: none"> • Discussed alleged ghost employees, completed projects for 2017/18 and paid. IPFs <p>Recommendations to council included;</p> <ul style="list-style-type: none"> • reallocation of money for Budondo P/S in Bukanga to Namadope PS in Waibuga S/C • Budgeting for acquisition of a vehicle for the education department (shs 150,000,000) • Recruitment of more staff for the education departments especially Senior and Inspector of schools. <p>Committee sitting on December 14th, 2017 under Min. 03/LDW/12/2017: departmental presentation for 1st quarter</p> <p>Recommendations</p> <ol style="list-style-type: none"> a) Committee facilitation to monitor projects b) CAOs office/management identify additional funding for the department instead of imposing levy on UPE funds 	<p>2</p>

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>There was evidence that sectoral committee on education presented to Council issues for approval.</p> <p>Committee sitting on May 25,2018 under Min. 03/LDS/05/2018</p> <p>Recommendations to council included;</p> <ul style="list-style-type: none"> • reallocation of money for Budondo P/S in Bukanga to Namadope PS in Waibuga S/C • Budgeting for acquisition of a vehicle for the education department (shs 150,000,000) • Recruitment of more staff for the education departments especially Senior and Inspector of schools. <p>Committee sitting on December 14th, 2017 under Min. 03/LDW/12/2017: made recommendations which included;</p> <ol style="list-style-type: none"> a) Committee facilitation to monitor projects b) CAOs office/management identify additional funding for the department instead of imposing levy on UPE funds 	
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<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>Out of 88 primary schools in Luuka District only 72 primary schools submitted SMC reports to the DEO representing (82%). As presented in the 5 random sampled SMC school reports submitted to the DEOs office, SMCs held meetings on the following dates. For example:</p> <p>Kiyunga P/S SMC meeting held on 27th/02/2018 under minute number 6 school budget was approved, on 30th/10/2018 meeting under minute number 9 budget was approved.</p> <p>Kitwekyambogo P/S SMC meeting held that was held on 28th/09/2017 under minute number 19/9/2017 Head teacher highlighted that teachers should monitor performance of the school, on 26th/02/2018 meeting under minute number 5/2/2018 head teacher reported that the school received UPE release and on 7th/03/2018 meeting under minute number 9/3/2018 head teacher informed managers that the budget is ready and can peruse through.</p> <p>Namumera P/S SMC meeting held on 25th/11/2017 under minute number 4 UPE fund was read, SMC meeting held on 21st/02/2018 under minute number 7 head teacher presented the budget estimates and encouraged members to carry out expenditure according to the proposed items. 30th/05/2018 meeting under minute number 5 UPE term two budget was presented.</p> <p>Walyembwa P/S SMC meeting held on 1st/08/2017 under minute number V vice chairperson asked committee members to join hands with chairman to fight practice of late coming by school children, on 3rd/05/2018 SMC meeting held under minute number 3/05/2018 head teacher said that 70 pupils registered for PLE after passing the district pre-registration exams, under minute number 5/06/2018 annual budget presented, under minute number 4/06/2018 Bakaaki Mohammed requested that parents be sensitized to always give their children maize for term two.</p> <p>However Nakabugu P/S SMC were not presented on file because SMC members go with their file.</p>
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<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<p>LG Education department publicized all the 88 primary schools receiving non-wage recurrent grants through posting on public notice board for only quarter 3.</p> <p>However as observed in the 5 sampled schools, Nakabugu P/S, Kiyunga, Kitwekyambogo and Walyembwa had displayed quarter 1,2 and 3 non-wage recurrent grants. Whereas Namumera displayed only term 1 and 2 non-wage recurrent grants for public viewing in the head teacher’s office.</p>	<p>3</p>
<p>Procurement and contract management</p>			

<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements, to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>All investment items in the approved Sector annual work plan and budget were submitted on 10th/04/2017 and 10th/05/2017 to the procurement unit as indicated below:</p> <p>Construction of a 2 classroom block at Bulenga P/S (Procurement reference number 593/LUUK/WRKS/2017-2018/00002 at a cost 51,400,000 under SFG.</p> <p>Construction of a 2 classroom block at Budoma P/S (Procurement reference number 593/LUUK/WRKS/2017-2018/00017 at a cost 51,400,000 under SFG.</p> <p>Construction of a 2 classroom block at Nakavuma P/S (Procurement reference number 593/LUUK/WRKS/2017-2018/00004 at a cost 51,400,000 under SFG.</p> <p>Construction of a 5 stance lined pit latrine at Bugabula P/S (Procurement reference number 593/LUUK/WRKS/2017-2018/00006 at a cost of 17,000,000 under SFG.</p> <p>Construction of a 5 stance lined pit latrine at Mawundo P/S (Procurement reference number 593/LUUK/WRKS/2017-2018/00005 at a cost of 17,000,000 under SFG.</p> <p>Construction of a 5 stance lined pit latrine at Nawangesa P/S (Procurement reference number 593/LUUK/WRKS/2017-2018/00007 at a cost of 17,000,000 under SFG.</p> <p>Construction of a 5 stance lined pit latrine at Nabikuyi P/S (Procurement reference number 593/LUUK/WRKS/2017-2018/00011 at a cost of 18,000,000 under DDEG.</p> <p>Procurement and supply of 108 desks to Budoma, Bulanga, Nakavuma P/S (Procurement reference number 593/LUUK/WRKS/2017-2018/00002 at a cost of 12,960,000 under SFG.</p>
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<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>Based on sample of 3, payment requisitions were certified/recommended by DEO on time and as per requisitions.</p> <ol style="list-style-type: none"> Safeguard Technical Services Limited (LUUK/593/EDUS/SFG/WRKS/17-18/0002) – Construction of a 2 class room block with furniture at Nakabugu. Paid Amount- Shs 40,000,000 (Vch 01/01/18) Requisition date- 09 Dec 2017 DEO Certification date- 13 Jan 2018 Bato N.K. Technical consults Limited (LUUK/593/EDUC/SFG/WRKS/17-18/003) – Construction of 5-stance lined VIP latrine at Mawundo Primary school. Requisition date-23 Nov 2017 Paid Amount- Shs 15,350,328 (Vch 10/11/17) DEO Certification date- 27 Nov 2017 Muza General Limited (LUUK/593/EDUC/SFG/17-18/0001)– Construction of 2 classroom block at Budoma Primary school Paid Amount- Shs 2,434,824 (Vch 21622) Requisition date- 21 May 2018 DEO Certification date- 23 May 2018 <p>NB: All sampled contracts did not have payment terms therefore a period of 2 months was considered.</p>	<p>3</p>
<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>The department submitted the annual performance report for the previous FY of all quarter.</p> <p>Q1 report submitted on 27th /01/2018</p> <p>Q2 report submitted on 15th /03/2018</p> <p>Q3 report submitted on 20th /05/2018</p> <p>Q4 report submitted on 27th /08/2018</p> <p>Q4 report was submitted late</p>	<p>0</p>

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>The Education department had queries in the 2017/18 Internal Audit Reports. For example in schools like Kiyunga; unapproved constructions, lack of procurement plans. There was no departmental letter to the CFO/IA addressing the queries.</p> <p>Schools submitted independent responses to PAC but not through the DEO. In a correspondence dated 29 June 2018 the Ag DEO responded to 1 query in quarter 3 (Non-substantive Head teachers) addressed to the Internal Auditor.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>LG Education department in consultation with the gender focal person didn't disseminate guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills.</p>	<p>0</p>

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>There was no evidence to show that LG Education department in collaboration with gender department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools.</p>	<p>0</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>As observed in the 5 sampled schools all the 5 primary schools met the guidelines on gender composition i.e. a third of SMC members must be female that included: Nakabugu P/S had 12 SMC members 3 of them were females and 9 males. Kiyunga P/S SMC members were 13 3 were females and 10 males. Kitwekyambogo P/S SMC members were 12 females were 3 and males 9. Namumera P/S SMC members were 11 females 3 and males were 8 and Walyembwa P/S were 12 members females were 4 and males 8.</p>	<p>1</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>The environment department together with the education department didn't issue guidelines on environmental management waste management like tree planting formation of environmental clubs and environment education because there was no budget for the activity.</p>	<p>0</p>

<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>The following infrastructure projects were screened using environmental and social screening form(ESS) that included:</p> <p>Construction of a 2 classroom block at Budoma primary school was screened on 6th/07/2017, construction of 2 classroom block at Bulanga primary school was screened on 3rd/07/2017 and construction of 2 classroom at Nakavuma primary school was screened on 4th/07/2017.</p> <p>However not all infrastructure projects were screened.</p>	<p>0</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 1 	<p>The Environment officer and community development officer visited the following sites to check whether the mitigation plans are complied with.</p> <ul style="list-style-type: none"> • Construction of a two classroom block at Bulanga P/S on 16th/05/2018. • Construction of a two classroom block at Nakavuma P/S on 13th/05/2018. • Construction of a 5 stance lined pit latrine at Bugabula on 20th/03/2018. • Construction of a 5 stance lined pit latrine at Nawansega on 13th/02/2018. • Construction of a 5 stance lined pit latrine at Mawundo on 19th/02/2018. 	<p>1</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>A submission of a staff list for Health department to the CAO from the SMO dated 31/8/2018 was seen. Over all the percentage of the position filled was 59.2 %.</p> <p>The wage IPFs for FY 2018/19 for Luuka DLG (593) was available and the PHC wage recurrent was UGX 2,110,995,000 while non-wage was UGX, 175,274,000</p> <p>The performance contract generated from the PBS for Luuka DLG showed the health department and was generated on 09/05/2018 at 01.32 pm</p>	0
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>A submission letter of the recruitment plan for 2017/2018 (previous FY) and included the recruitment plan attachment for the current FY</p>	6

The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted

Maximum 8 points for this performance measure

Evidence that the all health facilities in-charges have been appraised during the previous FY:

- o 100%: score 8
- o 70 – 99%: score 4
- o Below 70%: score 0

Evidence from health facility list, it is established that the LG has 22 health units. From personnel files and appraisal reports it shows that appraisal was 100%. The sampled 10 files reveal the following;

1. Kadeero Ruth Senior Clinical Officer is in-charge Bukanga H/C III and was appraised by Dr. Wabwire Mathias on 27th June 2018
2. Kimumwe Peter Senior Clinical Officer is in-charge Irongo H/C III and was appraised by Dr. Wabwire Mathias on 22nd July 2018
3. Bikaba Frank Senior Clinical Officer is in-charge Kiyunga H/C IV and was appraised Dr. Wabwire Mathias 30th May 2018
4. Isabirye Jacob Senior Clinical Officer is in-charge Bukoova H/C III and was appraised by Dr.wabwire Mathias on 25th June 2018
5. Kabweru Paul Senior Clinical Officer is in-charge Ikonja H/C III and was appraised by Dr. Wabwire Mathias on 30th July 2018
6. Ssegonga Andrew Senior Clinical Officer is in-charge Ikumbya H/C II and was appraised on 30th June 2018
7. Kamutono John Enrolled Nurse is in-charge Kalyowa H/C II and was appraised by Kimumwe Peter SCO on 27th July 2018
8. Kisanafu Persis enrolled nurse is in-charge Busiuro H/C II and was appraised by Mukama Gibion on 11th July 2018
9. Nabusoba Wonekha Proscovia enrolled nurse is in-charge Nairika H/C II and was appraised by Bikaba France SCO on 30th June 2018
10. Bulange Harriet enrolled Midwife is in-charge Nakiswiga H/C II and was appraised by Kibwamba Nursing Officer on 2nd July 2018

<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>Health workers' list on deployment was available for 2018/19. This was confirmed in all the 5 health facilities sampled. The list was in line with budget and work plan.</p>	<p>4</p>
<p>Monitoring and Supervision</p>			
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>Evidence of communication of circulars, guidelines and policies from the Ministry of Health by the DHOs office to different in-charges were seen and they included:</p> <ol style="list-style-type: none"> I. Circular on regional support coaching nutrition indicators dated 11/6/2018 II. Circular on Rota virus vaccine introduction dated 29/5/2018 III. Circular on IPV 10 Dose dated 29/5/2018 IV. Circular on guidelines on use and care of government vehicles dated 28/6/2018 V. Rota virus guidelines VI. Circular on verification of utilization and status of infrastructure under PHC development fund dated 3/1/2018 VII. Circular on guidance construction of HCIII at Nabubya dated 3/1/2018 VIII. GAVI full evaluation circular dated 13/11/2017 IX. National EMTCT support supervision dated 30/1/2018 X. Establishment of regional medical equipment maintenance workshop dated 6/9/2017 XI. Regional supervision on nutrition services XII. Introducing polio house to house campaign dated 18/8/2017 	<p>3</p>

XIII. FY 2018/19 national annual quantification for public health facilities in Uganda guidelines May 2018

XIV. Guidelines for on-board and engagement of health workers Nov, 2017

XV. National Health care waste management plan

XVI. Self-regulatory quality improvement system, 4th edition. August 2017.

XVII. Circular on disposal of old equipment dated 8/9/2017

XVIII. Circular on availability of amoxylene 25 mg dispersible tablets dated 20/6/2018

XIX. Circular on mapping malaria stakeholders dated 13/6/2018

XX. Circular on recruitment of district health officers dated 17/5/2018

XXI. Circular on supply of essential medicines and health supplies to newly established health facilities dated 15/11/2017

XXII. Circular on the SURGE Initiative dated 24/5/2018

XXIII. Circular on introduction of hub motorbike tracking system dated 18/6/2018

XXIV. Circular on use of upgraded ARV and TB medicines web based ordering and reporting system dated 8/5/2018

XXV. Guidelines on quality improvement methods

XXVI. National HIV testing services policy and implementation guidelines

XXVII. Service standards and service delivery standards for health sector

XXVIII. Guidelines on approaches to health care waste management.

Guidelines ,policies and circulars that were found at the sampled Health facilities are summarized below:

Health Facility Guidelines policies/circulars found

Kiyunga HCIV a. Circular on regional support coaching nutrition indicators dated 11/6/2018

b. Circular on Rota virus vaccine introduction dated 29/5/2018

c. Circular on IPV 10 Dose dated 29/5/2018

d. Circular on guidelines on use and care of government vehicles dated 28/6/2018

e. Rota virus guidelines

f. Circular on verification of utilization and status of infrastructure under PHC development fund dated 3/1/2018

g. Circular on guidance construction of HCIII at Nabubya dated 3/1/2018

h. GAVI full evaluation circular dated 13/11/2017

i. Establishment of regional medical equipment maintenance workshop dated 6/9/2017

j. Regional supervision on nutrition services

k. Self-regulatory quality improvement system, 4th edition. August 2017.

l. Circular on supply of essential medicines and health supplies to newly established health facilities dated 15/11/2017

m. Guidelines on quality improvement methods

n. Guidelines on approaches to health care waste management(new edition, 2013)

Irongo HCIII a. Circular on regional support coaching nutrition indicators dated 11/6/2018

b. Circular on Rota virus vaccine introduction dated 29/5/2018

c. Circular on IPV 10 Dose dated 29/5/2018

d. Circular on guidelines on use and care of government vehicles dated 28/6/2018

e. Rota virus guidelines

f. Circular on verification of utilization and status of infrastructure under PHC development fund dated 3/1/2018

g. Circular on guidance construction of HCIII at Nabubya dated 3/1/2018

h. Establishment of regional medical equipment maintenance workshop dated 6/9/2017

i. Regional supervision on nutrition services

j. Self-regulatory quality improvement system, 4th edition. August 2017

Bukanga HCIII a. Circular on regional support coaching nutrition indicators dated 11/6/2018

b. Circular on Rota virus vaccine introduction dated 29/5/2018

c. Circular on IPV 10 Dose dated 29/5/2018

d. Circular on guidelines on use and care of government vehicles dated 28/6/2018

e. Rota virus guidelines

f. Circular on verification of utilization and status of infrastructure under PHC development fund dated 3/1/2018

g. Circular on guidance construction of HCIII at Nabubya dated 3/1/2018

h. GAVI full evaluation circular dated 13/11/2017

i. Establishment of regional medical equipment maintenance workshop dated 6/9/2017

j. Regional supervision on nutrition services

k. Self-regulatory quality improvement system, 4th edition. August 2017

l. Circular on supply of essential medicines and health supplies to newly established health facilities dated 15/11/2017

m. Guidelines on quality improvement methods

n. Guidelines on approaches to health care waste management(old version, 2009)

Maundo HCIII a. Circular on regional support coaching nutrition indicators dated 11/6/2018

b. Circular on Rota virus vaccine introduction dated 29/5/2018

c. Circular on IPV 10 Dose dated 29/5/2018

d. Circular on guidelines on use and care of government vehicles dated 28/6/2018

e. Rota virus guidelines

f. Circular on verification of utilization and status of infrastructure under PHC development fund dated 3/1/2018

g. Circular on guidance construction of HCIII at Nabubya dated 3/1/2018

h. GAVI full evaluation circular dated 13/11/2017

i. Establishment of regional medical equipment maintenance workshop dated 6/9/2017

j. Regional supervision on nutrition services

k. Self-regulatory quality improvement system, 4th edition. August 2017

l. Circular on supply of essential medicines and health supplies to newly established health facilities dated 15/11/2017

m. Guidelines on quality improvement methods

Busalamu HCII a. Circular on regional support coaching nutrition indicators dated 11/6/2018

b. Circular on Rota virus vaccine introduction dated 29/5/2018

c. Circular on IPV 10 Dose dated 29/5/2018

d. Circular on guidelines on use and care of government vehicles dated 28/6/2018

e. Rota virus guidelines

f. Circular on verification of utilization and status of infrastructure under PHC development fund dated 3/1/2018

g. Circular on guidance construction of HCIII at Nabubya dated 3/1/2018

h. GAVI full evaluation circular dated 13/11/2017

i. Establishment of regional medical equipment maintenance workshop dated 6/9/2017

j. Regional supervision on nutrition services

k. Self-regulatory quality improvement system, 4th edition. August 2017

l. Circular on supply of essential medicines and health supplies to newly established health facilities dated 15/11/2017

m. Guidelines on quality improvement methods

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>Evidence of communication of guidelines from DHT meetings to in-charges:</p> <p>I. DHT meeting held on 20/6/2018 on Minute 03: Dissemination of guidelines on national annual quantification for public health facilities in Uganda</p> <p>II. DHT meeting held on 17/1/2018 on Minute 06: Dissemination of new and policies- guideline was discussed though.</p> <p>III. DHT meeting held on 10/11/2017 on Minute 04: Dissemination of guidelines for on-boarding and engagement of health workers.</p> <p>IV. DHT meeting held on 20/9/2017 on Minute 03: Dissemination of guidelines on National health care waste management plan 09/10 to 10/11.</p>	<p>3</p>
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<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>Evidence of support supervision of Kiyunga HCIV included:</p> <ol style="list-style-type: none"> I. Feedback report from ART clinic at Kiyunga HCIV dated 24/8/2018 II. DHT report for support supervision of health units dated 30/6/2018 III. DHT report for support supervision of health units dated 25/6/2018 IV. Feedback report on supervision findings for Kiyunga HCIV dated 21/6/2018 V. Mentorship report dated 23/ 4- 2 May 2018 VI. DHT report for support supervision of health units dated 30/6/2018 VII. DHT report for support supervision of health units dated 14/3/2018 VIII. DHT report for support supervision of health units dated 6/3/2018 IX. Feedback report on supervision findings addressed to in-charges Kiyunga HCIV dated 5/3/2018 X. DHT report for support supervision of health units dated 26/2/2018 XI. DHT report for support supervision of health units dated 4/11/2017 XII. DHT report for support supervision of health units dated 30/9/2017 XIII. DHT report for support supervision of health units dated July- September quarter dated 9-31/ 10/2017 XIV. DHT report for support supervision of health units dated 10- 14 July 2017 	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the 	<p>Luuka has one HSD, support supervision is done jointly with the HSD and evidence of supervision as provided above was as follows:</p> <ol style="list-style-type: none"> I. DHT report for support supervision of health units dated 30/6/2018 II. DHT report for support supervision of health units dated 25/6/2018 	<p>3</p>

<p>measure</p>	<p>health facilities: score 2</p> <ul style="list-style-type: none"> • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>III. Mentorship report dated 23/ 4- 2 May 2018</p> <p>IV. DHT report for support supervision of health units dated 30/6/2018</p> <p>V. DHT report for support supervision of health units dated 14/3/2018</p> <p>VI. DHT report for support supervision of health units dated 6/3/2018</p> <p>VII. DHT report for support supervision of health units dated 26/2/2018</p> <p>VIII. DHT report for support supervision of health units dated 4/11/2017</p> <p>IX. DHT report for support supervision of health units dated 30/9/2017</p> <p>X. DHT report for support supervision of health units dated July- September quarter dated 9-31/10/2017</p> <p>XI. DHT report for support supervision of health units dated 10- 14 July 2017</p> <p>Further evidence of Support supervision dates from the HSD and DHO</p> <p>Health Facility Dates of support supervision from DHO and HSD with recommendations:</p> <p>Irongo HCIII 9/9/2017;1/02/2018;28/02/2018;15/3/2018.</p> <p>Bukanga HCIII 10/8/2017(TB control, mentorship, surveillance);</p> <p>6/11/2017(slash bushy compound)</p> <p>29/11/2017(plot immunization charts)</p> <p>13/3/2018(fix glasses and ensure environmental tidiness)</p> <p>14/3/2018(replace glasses and bed parts)</p> <p>Maundo 9/09/2017;1/02/2018;28/2/2018;15/3/2018</p> <p>Busalamu HCII 6/11/2017(renovate store)</p> <p>29/11/2017(plot immunization chart)</p> <p>07/2/2018(display materials)</p> <p>27/3/2018(construct a latrine)</p>
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The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up

Maximum 10 points for this performance measure

- Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4

Recommendations arising from supervision reports are discussed in performance review meetings and below are recommendations arising from each quarter with in-charges:

23/08/2018 Minute 05

- Support members to perform supervision

20/6/2018 Minute 06

- More staff to be recruited
- Identification of key gaps for recruitment

1/3/2018 Minute 03

- Handing over of duty
- Provision of admission format

20/2/2018 Minute 04

- Allocation of task book
- Allocation of space
- Renovation of health centers before they collapse
- Making timely reports

1/12/2017 Minute 02

- Review reports during DHT

10/11/2017 Minute 05

- Immunization follow up
- Duty attendance by staff
- Summon Health workers absent from duty for rewards and sanction committee
- code new health centers for PHC
- Plan for construction of a maternity ward at Ikonya HCIII

20/9/2017 Minute 07

- Redistribution of streptomycin due change in policy
- Lobbying for medicine management supervisor from RHITES EC
- Fund surveillance activities

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>Evidence of recommendations followed up activities for corrective action from above included:</p> <ul style="list-style-type: none"> • Budget provision for funding surveillance activities was included in the work plan 2018/19. • Submission letter of absentees for sanctioning dated 22/6/2018 • Communication to CAO about absorption of Kadongo Birungi Jane into public service dated 20/9/2018 • Payment voucher 11/05/18 for construction of maternity ward at Ikonya HCIII • The task book as recommended in one of the DHT meetings was opened on 19/10/2017 • A request for support to renovate outpatient building for Irongo Health center III dated 2/8/2018 • Communication to CAO on collapsed building at Kiwalazi HCII dated 19/10/2017 	<p>6</p>
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>DHI2 for Luuka DLG was explored and reports submitted and summary of reporting rates was seen. HMIS 105 data set reporting rates showed 41 facilities in the system in the district. From the performance contract generated from the PBS, a list of facilities with receiving PHC grants was also seen.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>There was evidence that the sectoral committee on health met and discussed service delivery issues;</p> <p>Committee sitting on May 25, 2018 under Min. 03/LDS/05/2018 Presentation of sector work plans and budget/discussion and recommendations.</p> <p>Recommendations to Council</p> <p>PHC Development fund be budgets to the following:</p> <ul style="list-style-type: none"> Construction of Nantamali HCII Fencing of Kiyunga HCIV Renovation of Kiwalazi HCII Construction of ceiling in Ikumbya HCIII Fumigation of Health Centres against Bats 	<p>2</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<p>There was evidence that Sectoral Committee met and presented issues to council for approval</p> <p>Committee sitting on May 25, 2018 under Min. 03/LDS/05/2018; Recommendations to Council</p> <p>PHC Development fund be budgets to the following:</p> <ul style="list-style-type: none"> Construction of Nantamali HCII Fencing of Kiyunga HCIV Renovation of kiwalazi HCII Construction of ceiling in Ikumbya HCIII Fumigation of Health Centers against Bats 	<p>2</p>
<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> If 100% of randomly 	<p>HUMC minutes for the 5 sampled health facilities included:</p> <p>A. Kiyunga HCIV</p> <p>Quarter Date Issues discussed in HUMC minutes</p> <p>1 11/9/2017</p> <p>-HBIFs system</p>	<p>4</p>

sampled facilities: score 6

- If 80-99 %: score 4
- If 70-79: %: score 2
- If less than 70%: score 0

-Budget allocations

-Bills

-Work plan and budget

-Furniture

2 4/12/2017

- Handover of in-charge

- Allowances for meetings

- Expenditures

- HUMC appointment

3 2/3/2018

-Funds for facility

-requisition vouchers

-payment for service providers

-Security at the facility

-budget process

-space allocation for kiosk

4 29/5/2018

-blood transfusion services

-supply of hospital beds

-medicine stock outs

-Budgeting

-Requisition vouchers

B. Bukanga HCIII

Quarter Date Issues discussed in HUMC minutes

1 30/9/2017

-separation of male and female wards

-resources lobbying

-facility inventory

-tree planting

-immunization

2 3/12/2017

-drugs

-HUMC performance

-immunization

-medicine stock outs

3 12/2/2018

-logistics for Reproductive health

-posted staff members

-immunization targets

-improvement in deliveries

4 2/6/2018

-staff under performance

-Rota virus introduction

-community mobilization

C. Busalamu HCII

Quarter Date Issues discussed in HUMC minutes

1 No meeting No meeting

2 26/10/2017 -- land issues

-support personnel

3 Not seen Not seen

4 30/4/2018 -land issues

-change of leadership

-Lack of RDT

-Immunization cards

D. Maundo HCIII

Quarter Date Issues discussed in HUMC minutes

1 missing missing

2 22/11/2017

-attendance to duty

-payment of VHTs

- revenue and expenditure

3 missing missing

4 missing missing

E. Irongo HCIII

		<p>Quarter Date Issues discussed in HUMC minutes</p> <p>1 20/7/2017</p> <ul style="list-style-type: none"> - Budget - PHC flow - Use of PHC funds - Absenteeism <p>2 29/9/2017</p> <ul style="list-style-type: none"> -drug stock outs -absenteeism -arrival and departure book -free services at the facility -work plan -drug availability <p>3 16/1/2018</p> <ul style="list-style-type: none"> -admission services -record books -door replacement -Midwives room <p>4 25/5/2018</p> <ul style="list-style-type: none"> - Record register - Budget accumulation - Purchase of lockers and door - Child days plus - Drug supply schedules 	
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non- wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>The noticeboard of health department, CAO's noticeboard and Finance noticeboards had publicized all facilities receiving PHC grants together with the grant accountabilities. At most of the sampled health facilities PHC accountabilities were on the noticeboards.</p>	<p>4</p>

Procurement and contract management			
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>The project that the department would have implemented is elevating HCII to HCIII for Bukendi HCII. This project was to be managed directly by Ministry of Health and schedules was published by the ministry in the newspapers. According to the schedule, the project was still at the bidding process until it reaches a level when the district comes in at this would be in November. Therefore no submission to PDU was done by the time of the assessment by the department.</p>	<p>0</p>
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>LGPP forms were seen but the processes of requisition were not complete as they lacked a signature for the accounting officer.</p>	<p>0</p>

<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>The Health department certified/recommended payments on time as evidenced below;</p> <p>1. Kenwood General Enterprises Limited (LUUK/593/HLTH/DDEG/17-18/001) – Partial construction of maternity ward at Ikonja</p> <p>Paid Amount- Shs 43,146,102 Requisition date- 21 May 2018 DHO Certification date- 25 May 2018</p> <p>2. Devo Electronics & solar products (2017/DDEG/LUUK/0001)- Supply and installation of a solar power system at Kiyunga Health Centre IV</p> <p>Paid Amount- Shs 10,915,254 Requisition date- 06 Sept 2017 DHO Certification date- 21 Sept 2017</p> <p>3. Total (U) Limited- Service of vehicle No. UG 4662M</p> <p>Paid Amount- Shs 500,000 Requisition date- 14 May 2018 DHO Certification date- 14 May 2018</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>The department submitted the annual performance report for the previous FY of all quarter.</p> <p>Q1 report submitted on 27th/01/2018 Q2 report submitted on 15th /03/2018 Q3 report submitted on 20th /05/2018 Q4 report submitted on 27th /08/2018 Q4 was submitted late</p>	<p>0</p>

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> • If sector has no audit query: Score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points • If all queries are not responded to Score 0 	<p>The Health department had a query in quarter 1 (unmaintained records in Health Centre IIIs). There was no correspondence from the DHO addressing the query or providing a status of implementation of the audit findings for year 2017/18.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>Guidelines for HUMC guidelines were available at the DHOs office and the sampled health facilities as well as the HUMC lists for all the Health facilities.</p> <p>Examples of the HUMC gender composition is as follows:</p> <p>Kiyunga HCIV: 2/6 members were women (33%).</p> <p>Bukanga HCIII: 2/7members were women (29%)</p> <p>Busalamu HCII: 4/6 was women (67%)</p> <p>Maundo HCIII: 2/5 members were women (40%)</p> <p>Busalamu HCII: 4/6 members were women (67%)</p> <p>Over all the gender percentage in HUMC for Iganga DLG sampled facilities was 47 %.</p>	<p>2</p>

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>Sanitation guidelines for operation and management of lined pit latrines at facilities were NOT available in all facilities that were visited.</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>Evidence of screening for the partial completion project for Ikonja HCIII maternity ward was seen. There was a duly signed ESSF form dated 4/7/2017.</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2 	<p>Environmental and social certification dated 13/6/2018 was seen for the project on construction of a maternity ward at Ikonja HCIII under contract no. LWK/593/HLTH/DDEG/17/18/001. By Kenwood general Enterprizes and construction.</p>	<p>2</p>

The LG Health department has issued guidelines on medical waste management

Maximum 4 points

- Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4.

Guidelines on approaches to waste care health management was available at Luuka DLG:

HEALTH FACILITY SAMPLED AVAILABILITY OF WASTE CARE MANAGEMENT GUIDELINES STATUS: Approaches to Healthcare waste management Guidelines and waste segregation charts.

Kiyunga HCIV

Guidelines available and waste segregation charts available

Busalamu HCII

Not availables

Maundo HCIII

Waste segregation charts available

Bukanga HCII

old copy of waste management guidelines available and Waste segregation charts available

Irongo HCIII

Waste segregation charts available but no guidelines seen

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>According to updated District safe water coverage (Ministry of Water and Environment) data base, the safe water coverage of Luuka District was 79% as of September 2018. Sub-counties below district average included; Bukanga with 77%, Ikumbya with 65% and Bukooma with 55%. Review of the Sector Annual Work plan 2018/19 the district LG Water department planned to implement three major projects that included: drilling of 13 deep boreholes at a cost of 341,541,772/=, rehabilitation of 7 old boreholes at a cost of 36,878,548/= and construction of a 4-stance VIP lined pit latrine at Nsiimatono RGC in Irongo sub-county with a contract value of 16,956,212/=. Sub-counties below district average were allocated water projects for example, bukanga had two boreholes, Bukooma three deep bore holes and Ikumbya had one bore hole allocated. With rehabilitation, it was only Ikumbya that was allocated one borehole. From the LG Annual budget of 395,376,532/= for FY 2018/19, 162,903,028/= was the budget allocation for low coverage sub-counties representing only 41%.</p>	0

<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. 	<p>According to the Annual Progress Report FY 2017/18 the district LG Water department implemented the following projects; construction of 12 deep boreholes at a cost of 271,211,962/=, drilled 02 production wells to supply piped water system to Bukoova Rural Growth Centre in Bukooma Sub-county at a cost of 59,025,943/=, Rehabilitation of 07 old boreholes at a cost of 36,953,782/= and construction of a 4-stance VIP latrine with a urinal at Bulanga RGC in Waibuga sub-county at a contract value of 16,336,811/=. During the financial Year, Bukanga Sub-county had a borehole drilled and one rehabilitated, Bukooma sub-county had three boreholes drilled and two old ones rehabilitated while Ikumbya sub-county had one borehole drilled and two old ones rehabilitated. All that was budgeted for sub-counties below average was implemented.</p>
<p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> o If 100 % of the water projects are implemented in the targeted S/Cs: Score 15 o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	
<p>Monitoring and Supervision</p>		

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>The district LG water department, monitored each of the water facilities as evidenced by the inspection reports reviewed during LG Performance Assessment. Below were some of the reports reviewed;</p> <p>A report dated 28th/02/2018 for monthly inspection of borehole casting. The report was compiled by the District Water Officer addressed to Chief Administrative Officer. Inspected boreholes were constructed by MAA Technologies (U) Ltd.</p> <p>Reviewed was the monthly supervision report of October dated 31st/10/2017 that detailed the inspection of a 4-stance VIP latrine in Bulanga RGC (pit digging was in progress). The report was signed by the DWO addressed to CAO.</p> <p>Dated 2nd/10/2017, an inspection report of water activities in the district where on the 28th/10/2017 borehole re-sitting at Bupokino village in Ikumbya sub-county was supervised. The report was signed by the DWO.</p> <p>Monitoring report dated 2nd/01/2018, on progress of rehabilitation of 07 deep boreholes in the district. The report was compiled by the DWO submitted to the office of the CAO</p>	<p>15</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>Data reviewed from the MIS reports at the Ministry of Water and Environment clearly showed that 16 boreholes were submitted from Luuka District however, this was inconsistent with the figures reviewed in the Program Budget System (PBS) and the Performance Agreement at the district level that indicated only 12 boreholes. The District Water Officer considered it an anomaly at the Ministry level whilst entering data for he insisted he submitted 12.</p>	<p>0</p>

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>List of water facilities consistent in both MIS reports and PBS included;</p> <p>02 boreholes in Buwanda and Buzimba villages in Nawampiti sub-county, 01borehole in Butimbwa village in Waibuga sub-county, 03boreholes in Irongo sub-county, 01 borehole in Buwamba village in Ikumbya sub-county, 01borehole in Buyunze “A” in Bulongo sub-county, 03boreholes in Musiita, Nabwoto and Nawasenga S.S villages in Bukooma sub-county and 01 borehole in Buwologoma village in Bukanga Sub-county.</p>	<p>5</p>
<p>Procurement and contract management</p>			
<p>The district Water department has submitted input for district’s procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>Luuka district water department submitted procurement requests, complete with all technical requirements to PDU on 25th/06/2018. This was past the mandated April 30th.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>The Chief Administrative Officer (CAO) appointed M/S Makinabu Yahaya as the contract manager for; construction of 12 deep boreholes, drilling of 02 production wells, rehabilitation of 07 old boreholes and construction of a 4-stance VIP lined pit latrine with a urinal. The appointment letter was dated 29th/06/2017.</p> <p>The appointed contract manager prepared contact implementation plans for the projects implemented. However, there was no evidence of site meeting minutes .</p>	<p>0</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>Water and sanitation facilities were constructed as per design. For example, the 5 sampled water sources of Buwologoma-Busambwa kyami (DWD-61434) in Bukanga sub-county, Butimbwa-Matende zone (DWD 61431) in Waibuga Sub-county, Buwanda water source (DWD 61439) in Nawampiti sub-county, Buzimba-Mukigwere (DWD 61432) in Nawampiti sub-county and Nakabale B (DWD 61429) in Irongo sub-county. These facilities had between 3-4metres length of drainage channel, well protected/fenced, trees were planted around the site, drainage provision ensured as stipulated in Bills of Quantities.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>The district LG had the following contractors in financial year 2018/19</p> <p>MAA Technologies (U) Ltd, Migan (U) Ltd and Kenwood Gen. Enterprises & Construction Ltd. However, there was no evidence of handover reports from other companies save MAA Technologies (U) Ltd.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>The District Water Officer appropriately certified all water projects and prepared and filled completion reports. Reviewed during assessment were the completion certificates issued to M/S MAA Technologies Ltd on 26th/02/2018 for; drilling of 02 production boreholes in FY 2017/18-contract number 2017/GWC/DBDR/LUUK/0002 with a contract value of UGX 59,870,569/-.</p> <p>Dated 16th/04/2018, completion certificate issued to MAA Technologies Ltd for drilling of 12 boreholes- contract no: 2017/GWC/DBDR/LUUK/0001 with contract amount of UGX 205,891,639/-</p> <p>Completion reports were prepared by the DWO e.g report addressed to CAO dated 14th/02/2018 regarding the implemented projects and status</p>	<p>2</p>

<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>The LG Water department certified and initiated payments for works on time as evidenced below;</p> <p>1. Maa Technologies Limited (2017/GWC/DBDR/LUUK/0002) –Siting, motorized drilling, test pumping and water quality analysis of 2 production boreholes at Bukoova RGC</p> <p>Paid Amount- Shs 55,320,492 Requisition date- 12 Feb 2018 DWO Certification date- 14 Feb 2018</p> <p>2. Mijan Uganda (2017/GWC/BHPC/LUUK/0006)- Casting 19 borehole platforms</p> <p>Paid Amount-Shs 14,581,308 Requisition date- 26 Feb 2018 Certificate date- 28 Feb 2018 DWO Certification date- 28 Feb 2018</p> <p>3. Bato N.K. Technical Consult (U) Limited (2017/GWC/SUPP/BHP/LUUK/0002)- Consultancy service for feasibility study and design of piped water</p> <p>Paid Amount-Shs 80,355,254 Requisition date- 06 Oct 2017 DWO Certification date- 10 Oct 2017</p>	<p>3</p>
<p>Financial management and reporting</p>			
<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>There department submitted the annual Performance report for the FY 2017/18 on the 19th/07/2018</p> <p>Quarter Four: 19th/July/2018</p> <p>Quarter Three: 26th/April/2018</p> <p>Quarter Two: 23rd/January/2018</p> <p>Quarter one: 18th/October/2017</p>	<p>5</p>

<p>The District Water Department has acted on Internal Audit recommendation (if any)</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year 	<p>The water department had 3 queries in quarter 1 Internal audit report. The Ag DWO submitted a documented response for all queries addressed to DPAC Chairperson dated 12 Jan 2018.</p>	<p>3</p>
<p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 		

Governance, oversight, transparency and accountability

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. 	<p>There evidence that Sectoral Committee met and discussed service delivery.</p> <p>Committee sitting on October 26th, 2017 under min 03/LDW/10/2017: Sector presentations (b) water sector 1st quarter activities presentation and ;</p> <p>submissions from the District Water and Sanitation Coordination Committee (DWSCC)</p> <p>Recommendations:</p> <ul style="list-style-type: none"> Bukaana Village be considered for allocation of a borehole Engineer submits the status report on the completed construction projects before Council day <p>Committee sitting August 28th, 2017 under Min. 03/LDW/08/2017: Water sector report discussion and recommendation; the approved budget of shs</p>	<p>3</p>
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during the previous
FY: score 3

486,791,262 is planned for soft and hardware components under the DWSCG. Implementation of water works is in progress, 9 boreholes have already been drilled at different approved sites and some are complete.

Recommendations

- District should strictly pay for complete functional water sources to avoid issues of paying for dry or unavailable boreholes
- Launching of projects to be done by the district chairperson and the RDC do the commissioning.
- The committee set up by Council to inspect and establish the defects on projects should present the report in the next Council meeting

Committee sitting on May 24th, 2018, under Min.03/LDW/05/2018: Presentation/Reactions and recommendations. Presentation of highlights of the planned revenues and expenditures by activity. Revenues of shs. 488,038,650 of water and sanitation grant and shs. 21,052,632 for sanitation and hygiene improvement

Recommendations:

- Shifting of the borehole project from Nakiswiga to Nawandyo in Bugomba Parish for reasons that 2 boreholes had been allocated in the same parish
- Hifting the planned borehole at Bugabula-Buganda to Kimwirungu (Mukopa's place)
- For purposes of protecting children against insecurity at water sources and protection of water from contamination, Sugarcane growers and forestry growers should plant the sugarcane or trees in a radius of 40ft from the water sources

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>There was evidence that Sectoral Committee presented issues for approval to Council. Committee sitting on October 26th, 2017 under min 03/LDW/10/2017: made the following recommendations to Council:</p> <ul style="list-style-type: none"> Bukaana Village be considered for allocation of a borehole Engineer submits the status report on the completed construction projects before Council day <p>Committee sitting August 28th, 2017 under Min. 03/LDW/08/2017: made the following recommendations</p> <ul style="list-style-type: none"> District should strictly pay or complete functional water sources to avoid issues of paying for dry or unavailable boreholes Launching of projects to be done by the district chairperson and the RDC do the commissioning. The committee set up by Council to inspect and establish the defects on projects should present the report in the next Council meeting <p>Committee sitting on May 24th, 2018, under Min.03/LDW/05/2018: made recommendations:</p> <ul style="list-style-type: none"> Shifting of the borehole project from Nakiswiga to Nawandyo in Bugomba Parish for reasons that 2 boreholes had been allocated in the same parish Hifting the planned borehole at Bugabula-Buganda to Kimwirungu (Mukopa's place) For purposes of protecting children against insecurity at water sources and protection of water from contamination, Sugarcane growers and forestry growers should plant the sugarcane or trees in a radius of 40ft from the water sources. 	
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<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>The Annual Work plan, budget and water development grant releases and expenditures had been displayed on the district notice board as per the PPDA Act. For example, in Quarter one 2018/19 the following figures could be reviewed; Conditional Grant (Non-wage)-Budget: 32,397,862; Development grant 455,640,818 with a total of 488,038,681. The releases displayed included: 8,099,500 (Non-wage) and 153,634,659 (Development grant) with a grand total of 161,734,159/-</p> <p>There was evidence of conducting advocacy meeting for FY 2017/18. i.e. minutes of meeting for stakeholders conducted on 19th/06/2018 were filled. Under MIN 04:06:18, Presentation of water and sanitation situation analysis by the District Water Officer. The DWO reported receiving 100% of transition grant and 98% of development grant. Reported was the safe water coverage of 71.9% and functionality of 97%. (Functionality was partially attributed to the intervention of Busoga Trust)</p>	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>From the sampled water projects of Buwologoma, Butimbwa, Buwanda, Buzimba and Nakabale B water sources it was discovered that these projects lacked names of contractors, financial year of construction and the source of funding. Emphasis was only put on source name and dates of construction.</p>	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>contractor and contract sum was displayed by the time of the assessment. For 'example on the CAO's notice board was information of the best evaluated bidder using open domestic bidding method where three firms bided for the construction of 13 deep boreholes. M/S MAA Technologies (U) Ltd was ranked number 1 with contract bid value of 251,900,453/= others that bided included; M/S East African boreholes (U) Ltd and M/S Galaxy Agro-Tech (U) Ltd that were ranked number 2 and 3 respectively. The reserve price was 253,444,946/=</p>	<p>2</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was evidence that communities apply for water/public sanitation facilities as per the sector critical requirements. For example, residents of Nakabaale B in Irongo sub-county requested for safe water supply in the area through writing to DWO (letter dated 26th/04/2018) with evidence of payment of community contribution of 200,000/- paid to Centenary Bank (slip number CRDB 101/09) paid on 30th/03/2017</p> <p>An application letter from the residents of Budhuuba LC1 in Ikumbya sub-county dated 7th/01/2016. There was evidence of payment of community contribution of 200,000/- with a Centenary Bank slip of 21st/11/2016 slip number CRDB 101/09.</p>	<p>1</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>From the LG Water department software report, there was evidence that water facilities had functional committees this was evidenced by protection of all water sources (verified by field visits) and collection of user fees that ranged from 2000/- to 5000/- per household per year. Some sources visited had evidence of doing repairs on their sources for example Buwanda Wafuka water source committee that had repaired it's source twice since handover at a cost of 220,000/=.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>All projects that were implemented in financial year 2017/18 were environmental screened as per templates. The Environmental and Social Screening Forms (ESSF) as required by section 19 of the National Environment Act, Cap 153. The templates were signed by the District Environment Officer. A report dated 11th/07/2017 giving a comprehensive analysis of the approved projects for FY 2017/18 with environmental recommendations was prepared and addressed to CAO</p>	<p>2</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>There was no evidence that environment follow-up support was conducted. There was no report on status of all the screened projects yet recommendations were made by the District Environment Officer during screening.</p>	<p>0</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>Construction and Supervision contracts had clauses on environment protection. For example, the contract signed between Luuka District Local Government and MAA technologies (U) Ltd for sitting, drilling, test pumping and water quality analysis of 02 production wells at Bukoova RGC; Clause 2:19 stipulates Environmental mitigation by filling depressions near the borehole, diverting run off water away from borehole and planting Musizi trees as specified by the Environment Officer and Project Manager.</p>	<p>1</p>

<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>The sampled 5 water sources had at least 50% composition of women on the Water and Sanitation Committees. These included Buwologoma with 50% women and having a woman as Treasurer, Butimbwa water source with 50% women and the post of treasurer being occupied by a woman, Buwanda wafuka water source with 50% women with chairperson and treasurer slot occupied by women and Buzimba water source with 50% women and office of treasurer occupied by a woman.</p>	<p>3</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>The three public sanitation facilities sampled included a 5-stance VIP latrine at the new administration block, 5-stance lined pit latrine with urinal at Mawudo Primary School in Waibuga sub-county and 4-stance lined VIP latrine at Bulanga RGC in Waibuga sub-county. These facilities had adequate access and separate stances for both men and women. Observed was the provision of People with Disabilities at these three sampled facilities.</p>	<p>3</p>