



Local Government Performance Assessment

Manafwa District

(Vote Code: 566)

Assessment	Scores
Accountability Requirements	67%
Crosscutting Performance Measures	45%
Educational Performance Measures	56%
Health Performance Measures	63%
Water Performance Measures	61%

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. 	<ul style="list-style-type: none"> • LG submitted to MoFPED Annual Performance contract for the FY 2018/19 on the 24th/07/2018. 	Yes
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. 	<ul style="list-style-type: none"> • LG submitted to MoFPED Budget that included Procurement Plan for the FY 2018/19 on the 24th/07/2018. 	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 	<ul style="list-style-type: none"> • LG submitted to MoFPED the Annual Performance Report for FY 2017/18 on the 12th/09/2018, which was past the due date of 31st/07/2018. 	<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. 	<ul style="list-style-type: none"> • Though the LG submitted to MoFPED the Budget Performance Reports for all four Quarters FY 2017/18 the Performance Report for Quarter 4 was submitted on 12th/09/2018, which was past the due date of 31st/07/2018. The others were submitted on the following dates: <p>Quarter I report: 17th/01/2018</p> <p>Quarter II report: 4th/03/2018</p> <p>Quarter III report: 11th/06/2018.</p>	<p>No</p>
<p>Audit</p>			
<p>The LG has provided information to the PS/ST on the status of</p>	<p>From MoFPED's Inventory/record of</p>	<p>The LG had provided information to the PS/ST on the status of</p>	<p>Yes</p>

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.

LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",

Check:

- 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.

implementation of Internal Auditor General or Auditor General findings for the previous financial year by April 30 (PFMA s. 11 2g).

Reference was made to the following submissions:

1)-Submission letter dated 23/4/2018(not referenced), addressed to the PS/ST, MOFPED (Attention: The Internal Auditor General), titled "Verification of responses to issues raised in the report of the internal Auditor General for the financial year ended June, 2017-vote 566 Manafwa DLG". The report was received by the Directorate of Internal Audit, MOFPED on 26/4/2018, just in time for the deadline of 30/4/2018.

2)-Submission letter dated 23/4/2018(not referenced), addressed to the clerk to parliament of Uganda, titled" Verification of responses to issues raised in the report of the Auditor General for the financial year ended June 2017-vote 566 Manafwa DLG".

The report was received by the Directorate of Internal Audit, MOFPED on 26/4/2018, just in time for the deadline of 30/4/2018.

Both submissions were signed by the principal Internal Auditor(Mr Walikhe Ambrose David) on 23/4/2018 and copied to;

- ? The District Chairperson
- ? RDC
- ? The Auditor General
- ? CFO, Manafwa
- ? CAO, Manafwa

The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.

The audit opinion of LG Financial Statement was unqualified

Yes

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. 	<ul style="list-style-type: none"> • Physical Planning Committee (PPC) was constituted under CAO's letter dated 6th/12/2016. Physical Planner in Private practice, Ms. Hasahya Doris veronica, had been identified recently under DEC Min.5/09/2018/19 (in draft form). • Building plan register was in place with first entry being 16th/01/2017. • Though some building plans had been approved within 30days of submission e.g. Winstar PS –classrooms (submitted on 5th/08/2017 and approved on 10th/08/2018) most plans had either been considered after 30 days or had not yet been considered. All 3 building plans submitted in calendar year 2018 had not been considered by the committee, viz, Wokape Jackson -proposed classrooms, school name not specified, submitted on 20/02/2018, Creamland Junior PS - classrooms submitted on 4th/07/2018 and Wabwire Edmond - proposed petrol station in Buwangani TC submitted on 26th/06/2018. While building plans for Capital Gas (fuel station) had been submitted on 20th/04/2018 and approved on 10th/08/2018. • Building plans for projects contained in Manafwa DLG AWP FY 2018/19 e.g. construction of Manafwa Administration block, and, construction of health staff houses in Bukewa HC III, Butiru HC III and Bugobero HC IV had not been approved/considered by the PPC. 	<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"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<ul style="list-style-type: none"> • LG had not submitted minutes of the Physical Planning Committee to the MoLHUD. 	<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 	<ul style="list-style-type: none"> • LG lacked Physical Development Plan (PDP) thus consistency of building plans to PDP could not be assessed. 	<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 	<ul style="list-style-type: none"> • Though Action Area plans for Butiru Town Board (2015-2025), Bugobero Town Board (2014-2024), Masaaka Town Boards (2014-2024) with support of NUSAF2, they had not been approved by Council. • Manafwa TC had expired structure plan (2006-2016) and detailed plan (2006-2011) 	<p>0</p>
<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 priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>Report for the Budget conference held on 1st/11/2017 prepared by the District Planner, Mr. Bamwete James, set forth priorities the following priorities that were also contained in the AWP FY 2018/19:</p> <ul style="list-style-type: none"> • Construction (continued) of the District Administration block • Construction of HC IIIs in Weswa and Bukusu SCs; Construction of facilities in the 2 HCIVs-Bubulo and Bugobero • Road maintenance, water- borehole drilling and rehabilitation, spring protection, construction of latrines in Nakawa, extension of Lirima GFS • Procurement of spray pumps • Restoration of degraded landscapes • Support to special interest groups PWDs, YLP and UWEP 	<p>2</p>

<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>Most capital investments in the AWP FY 2018/19 were derived from the DDP, except procurement of sprinkle irrigation kits, 3 movable maize shellers, 25 in-calf heifers and review of Physical Development plans of Masaaka and Bugobero Town Boards and of Buwangani, Bunyinja and Butiru TCs which had also been duly approved by Council under Min.297/05/2017/18.Those derived from the DDP were:</p> <ul style="list-style-type: none"> • Construction of District Administration (Lukhobolo) block (pg. 90 AWP, 177 DDP) • 94 spray pumps, 60 bucket spray pumps, 10,000 fish fries (pg. 51 AWP, pg.154 DDP) • Construction of health staff house in Bukewa HC III, Butiru HC III and Bugobero HC IV (pg. 58 AWP, pg. 156 DDP) • Latrine construction and rehabilitation in PS (pg.62 AWP, pg. 161-166 DDP) • Provision of furniture to PSs (pg.62 AWP, pg.166-169 DDP) • Maintenance of over 100km of roads (pg.68 AWP, pg. 169-174 DDP) • Construction of a 4-stance latrine at district H/Q (pg. 69 AWP, pg. 177 DDP) • Construction of a 4-stance composite latrine in Nakawa RGC; protection of 4 springs in Bukusu, Bunabutsale SCs and Buwangani TC; Rehabilitation of 14 boreholes; Rehabilitation of Tsekululu - Buwessa GFS pipeline supplying water to Wesswa SC (pg.73-75 AWP, pg. 174-177 DDP) • Restoration of 1km of Khamitsaru river bank in Bukhofu and Sisuni SCs (pg.77 AWP, pg.179 DDP) • Planting of 10,000 trees; producing title deeds for 10 HCs (pg.78-79 AWP, pg. 178-178 DDP) • Support to special interest groups –PWDS, YLP, UWEP (pg. 84-86 AWP, pg.179-180 DDP) 	
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<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>Though project profiles FY 2018/19 had been prepared they needed some improvement e.g Environmental mitigation and social should have been costed and additionally, though project profiles were to have been discussed in meeting of 23rd/03/2018 under Min.DTPC 03/03/2017/18 it was not evident.</p>	<p>0</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. 	<ul style="list-style-type: none"> • LG had prepared Annual Statistical Abstract March 2018, which had gender disaggregated data e.g. table 3.6 – household size by sub county, however it was not evident that it had supported decision making and budget allocation for FY 2018/19. It had been presented to TPC much later in meeting of 24th/09/2018 under Min 03/09/2018/19 when AWP and budgets for FY 2018/19 had already been approved on 29th May 2018. 	<p>0</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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 	<p>The following infrastructure projects implemented by the LG in FY 2017/18 were derived from AWP</p> <ul style="list-style-type: none"> • Construction of a 2-stance latrine at Plant clinic (Q4/Annual report pg. 52; AWP pg.) • Construction of health staff house at Bukimanayi HC II-phase I spent (Q4/Annual report pg. 58; AWP pg.) • Construction of 2 classroom blocks at Bubwaya PS and Saamba budget spent 116,646,000= against budget of 126,000,000= (Q4/Annual report pg. 61,110,117; AWP pg.) • Construction of 5-stance latrine at Khabutoola, Bumukoya, Situmi, Butemulani and Bumalanga PSs (Q4/Annual report pg. 62; AWP pg.) • Routine manual maintenance of 109.95km of roads budget (Q4/Annual report pg. 66, AWP pg.) • Construction of 2nd floor of District Administration block (Q4/Annual report pg. 66, AWP pg.) • Drilling of 6 boreholes in Khabutoola, Busukuya, Butta, Nalondo and Bugobero SCs; Rehabilitation of 15 boreholes (Q4/Annual report pg. 70-71, AWP pg.) • Extension of Lirima GFS in Sisuni, Bukusu Ikaali market area (Q4/Annual report pg. 71, AWP pg.) 	2
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <ul style="list-style-type: none"> o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>92.3% (48 out of 52) of investment projects implemented in FY 2017/18 were completed as per workplan within the FY. Completed projects included:</p> <ul style="list-style-type: none"> • Construction of a 2-stance latrine at Plant clinic (Q4/Annual report pg. 52; AWP pg. 40) • Procurement of 30 bucket spray pumps (Q4/Annual report pg. 52-53, AWP pg.40) • Construction of health staff house at Bukimanayi HC II-phase I (Q4/Annual report pg. 58; AWP pg.48) • (2 projects) Construction of 2 classroom blocks at Bubwaya PS and Saamba budget (Q4/Annual report pg. 61,110,117; AWP pg.50) • (5 projects) Construction of 5-stance latrine at Khabutoola, Bumukoya, Situmi, Butemulani and Bumalanga PSs (Q4/Annual report pg. 62; AWP pg.51) • (3 projects) Supply of a total of 75 desks to Bubwaya, Saamba and Maefe PSs (Q4/Annual report pg.62; AWP pg.51) 	2

- Routine manual maintenance of 109.95km of roads budget (Q4/Annual report pg. 66, AWP pg. 54)
- Construction of 2nd floor of District Administration block (Q4/Annual report pg. 66, AWP pg.55)
- (8 projects) Drilling of 6 boreholes in Khabutoola, Busukuya, Butta, Nalondo and Bugobero SCs; Rehabilitation of 15 boreholes; Extension of Lirima GFS in Sisuni, Bukusu Ikaali market area (Q4/Annual report pg. 70-71, AWP pg.58)
- (25 projects) 2 PWD, 15 YLP, 8 UWEP projects (Q4/Annual report pg. 75; AWP pg.64-65)
- NUSAF3 projects (Q4/Annual report pg 38; AWP pg.8,131)

Incomplete projects:

- (2 projects) Restoration of 38 out of 150 hectares of watersheds through tree planting in Butiru, Bugobero, Butta, Busukuya, Bunabwana & Nalondo (Q4/Annual report pg.72; AWP pg.59)
- Survey and titling of district properties Bubulo Busumbu local forest reserve and health facilities (Q4/Annual report pg.74; AWP pg.61)

Not implemented:

- Restoration of 4 hectares of Manafwa river banks (Q4/Annual report pg.73; AWP pg.60)

<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 all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>Based on the following sample of projects (excluding roads and water) whose total expenditure was 358,364,000= against a budget of 362,393,000=, representing a variance of -1.1%, projects were completed within approved budget.</p> <ul style="list-style-type: none"> Construction of a 2-stance latrine at Plant clinic spent 9,000,000= against budget of 9,000,000= (Q4/Annual report pg. 52; AWP pg. 40) Procurement of 30 bucket spray pumps spent 6,795,000= against budget of 6,795,000= (Q4/Annual report pg. 52-53, AWP pg.40) Construction of health staff house at Bukimanayi HC II-phase I spent 53,158,000= against budget of 53,158,000= (Q4/Annual report pg. 58; AWP pg.48) (2 projects) Construction of 2 classroom blocks at Bubwaya PS and Saamba budget spent 116,646,000= against budget of 126,000,000= (Q4/Annual report pg. 61,110,117; AWP pg.50) (5 projects) Construction of 5-stance latrine at Khabutoola, Bumukoya, Situmi, Butemulani and Bumalanga PSs spent 49,449,000= against budget of 48,000,000= (Q4/Annual report pg. 62; AWP pg.51) (3 projects) Supply of a total of 75 desks to Bubwaya, Saamba and Maefe PSs spent 19,441,000= against budget of 19,440,000,000= (Q4/Annual report pg.62; AWP pg.51) Construction of 2nd floor of District Administration block spent 103,875,000= against budget of 100,000,000= (Q4/Annual report pg. 66, AWP pg.55) 	<p>2</p>
<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 	<ul style="list-style-type: none"> LG had not systematically reviewed of assets & projects/ infrastructure in need of O&M Though Board of survey had been conducted for FY 2016/17 as evidenced by report dated 28th/07/2017, it dwelt mainly on furniture, vehicles and equipment and omitted infrastructure e.g. buildings. It was not evident that this report was used to determine assets that required maintenance in FY 2017/18. Annual Final Accounts FY 2017/18 dated 29th/08/2018 captured only expenditure for maintenance of vehicles and the compound. 	<p>0</p>

Human Resource Management			
<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>There are (10) departments as per the approved and adopted structure for Manafwa DLG dated 28/3/18.</p> <p>44% (4 out of 9) positions of HoDs had been substantively filled including:</p> <ul style="list-style-type: none"> a) District Planner-Min.165/2009 (iii) b) DEO-MNF/DSC/108/2018 c) DCDO-DSC Min.383/2018(i)-1.28 d) DHO-DSC Min.13/2012. <p>Four positions are filled with staff assigned duties and functions of CFO, District Engineer, DNRO, and DPO respectively. The position of district commercial officer is still vacant.</p>	<p>0</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 HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>None (0%) of the (9) HoDs (substantive & administratively assigned duties) had been appraised for FY 2017/18.</p> <p>For instance, DCDO was last appraised during FY 2014/15. While the DHO had signed copy of the report on performance agreement for FY 2016/17 on file.</p> <p>Annual performance reports for other HoDs not seen at the time of the assessment.</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 staff submitted for recruitment have been considered: score 2 	<p>100% (All the 63) of posts submitted for filling in FY 2017/18 had been considered by DSC as per the minute extracts of Manafwa DSC 109th, 111th , 107th , 110th and 108th meetings held on 22/3/18, 25/5/18, 17/10/17, April 19-20, 2018 and 7/12/17 respectively, under the following DSC minutes: MNF/DSC/408/2018 (i), MNF/DSC/420/2018 (i), MNF/DSC/397/2017, MNF/DSC/414/2018, and MNF/DSC/403/2017 (i).</p> <p>In FY 2017/18, the CAO submitted (63) posts to DSC for filling as per the (17) declaration of vacancies letters dated between 24/7/2017 and 13/6/18.</p>	<p>2</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 confirmation have been considered: score 1 	<p>100% (All the 44) of confirmation files submitted in FY 2017/18 had been considered by DSC as per the minute extracts of Manafwa DSC 109th , 111th , 108th , and 106th meetings held on 22/3/2018, 25/5/18, 7/12/17 and 28/9/17 respectively, under the following minutes: MNF/DSC/408/2018 (ii), MNF/DSC/420 (ii), MNF/DSC/403 (ii) and Min.391/2017 (II)</p> <p>In FY 2017/18, the CAO submitted (44) confirmation files to DSC for consideration as per the (10) submission letters dated between 19/7/2017 and 23/5/2018 respectively</p>	<p>1</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>In FY 2017/18, the CAO submitted (1) LG staff for disciplinary action by DSC as per the submission letter dated 24/11/2017. The disciplinary case had been considered by DSC as per the minute extract of Manafwa DSC 108th meeting held on 7/12/17 under Min. MNF/DSC/403 (vii). This translates into 100% of the disciplinary actions considered.</p>	<p>1</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>From a list of newly recruited employees of Manafwa DLG in FY 2017/18, it was found that none (0%) of (12) LG new staff appointed in FY 2017/18 had accessed the salary payroll within the two months after appointment.</p> <p>For instance, 11/12 health staff(enrolled midwives/nurses & clinical officers) appointed on 25/5/18 had not accessed the salary payroll at the time of the assessment.</p> <p>Failure to access the payroll was attributed to lack of wage bill (refer to the letter, "Request for additional wage provision of Shs.106,969, 081" to PS, MoFPED by CAO dated 2/10/18).</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>None (0%) of (8) LG staff who retired in FY 2017/18 had accessed the pension payroll at the time of the assessment.</p> <p>Examples of retirees:</p> <ul style="list-style-type: none"> a) IPPS no457696, retired on 21/01/18 and accessed in May 2018 b) IPPS no.455431, retired on 7/3/18 had not accessed c) IPPS no.754781, retired on 15/7/17 had not accessed d) IPPS no.458856, retired on 11/2/18 had not accessed e) Etc. <p>Data capture done and files submitted to MoPS for verification.</p>	<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 had decreased LG own source local revenues from shs 308,629,316 in the FY 2016/2017 to shs 283,837,300 in the FY 2017/2018, down by shs 24,792,016 representing a decrease of is 8.74% of the previous year but one (2016/2017).</p> <p>The assessment manual recommends an increase from 5% and above, therefore the LG was not compliant.</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>The LG local revenue collection ratio was +1.8%. This was within the acceptable variance of +/- 10% against the budget as required by the assessment manual.</p> <p>This is demonstrated below:</p> <p>Total Local Revenue Planned/Budgeted for FY 2017/2018 was Shs 278,842,550(original budget), whereas the total actual local revenue collected was shs 283837300, therefore, the percentage of local revenue collected against planned for the FY 2017/2018 was 101.8% i.e. $(283,837,300/278,842,550) \times 100\% = 101.8\%$, meaning the portion realised in excess of the budget was shs 4,994,750 $(283,837,300 - 278,842,550)$, representing 1.8%, which was within the acceptable variance of +/-10% set by the assessment manual.</p>	<p>2</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>The District had inadequately remitted the mandatory LLG share of local revenues.</p> <p>Out of shs 173,040,000 total local revenue collected subject to sharing, the expected amount to be remitted to LLG was shs 112,476,000 i.e $(173,040,000 \times 65\%)$, but instead was only shs 8,500,000, leaving unremitted portion of shs 103,976,000. This was materially inadequate and not acceptable.</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>The LG had spent more than 20% of OSR on council allowances and emoluments (including from all sources) as demonstrated below:</p> <p>Total actual local revenue collected in FY 2017/2018 was shs 283,837,300,</p> <p>Expected maximum total expenditure on council allowances and emoluments during FY 2017/2018 was Shs 56,767,460, but instead was Shs 165,246,000 (representing 58.2%) of OSR collected.</p> <p>Total mandatory expenditure on council allowances and emoluments during FY 2017/2018 was therefore exceeded by shs 108,478,540.</p> <p>The LG was therefore not compliant.</p>	<p>0</p>

Procurement and contract management			
<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>The LG has the position of Senior Procurement Officer substantively filled but does not have a Procurement Officer</p> <p>Nakitto Madina was appointed on promotion to the position of Senior Procurement Officer under DSC Minute No.373/2017-5.2</p> <p>The letter on this matter is dated 5/6/2017</p>	<p>0</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 TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>TEC met, produced and submitted reports to the Contracts Committee as evidenced by Contracts Committee Meeting minutes. For instance;</p> <p>(a) The Contracts Committee meeting of 29/9/2017 under agenda item 3 (Consideration of Evaluation Report), Min 018/MCC/2017/18, discussed the evaluation report on Drilling, Pump Testing, Siting, Casting and Installation of 6 boreholes and awarded ICON Projects LTD the contract at a bid price of 115,400,460/=</p> <p>(b) The Contracts Committee meeting of 18/5/2018 under agenda Item 3 (Approval of Evaluation for Sub-County Projects), Min 053/MCC/2017/18 discussed the evaluation report on the construction of a slaughter slab at Nakhupa market and awarded the contract to Kinunulo Investments LTD at a bid price of 6,766,179/=</p> <p>(c) The Contracts Committee meeting of 15/1/2018 under agenda item 3 (Consideration of Evaluation Report), Min 032/MCC/2017/18, discussed the evaluation report on the construction of a 5 stance pit latrine at Kikwetsi P/S at Bukusu S/C and awarded the contract to Tsandex Investment LTD at a bid price of 22,628,034/=</p>	<p>1</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 Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The Contracts Committee considered recommendations of TEC. For instance;</p> <p>(a) The Contracts Committee meeting of 29/9/2017, under Min 018/MCC/2017/18, awarded the construction of Drilling, Pump Testing, Siting, Casting and Installation of 6 boreholes to ICON Projects LTD at a bid price of 115,400,460/= as recommended by the TEC that sat on 21/9/2017</p> <p>(b) The Contracts Committee meeting of 18/5/2018 under Min 053/MCC/2017/18 awarded the construction of a slaughter slab at Nakhupa market to Kinunulo Investments LTD at a bid price of 6,766,179/= as recommended by the TEC that sat on 4/4/2018</p> <p>(a) The Contracts Committee meeting of 15/1/2018 under Min 032/MCC/2017/18, awarded the construction of a 5 stance pit latrine at Kikwetsi P/S at Bukusu S/C to Tsandex Investment LTD at a bid price of 22,628,034/= as recommended by the TEC that sat on 11/1/2018</p> <p>(b) The Contracts Committee meeting of 29/9/2017, under Min 018/MCC/2017/18, awarded the construction of a 2 classroom block at Saamba P/S to K&K Commercial Agencies LTD at a bid price of 57,240,000/= as recommended by the TEC that sat on 21/9/2017</p> <p>(c) The Contracts Committee meeting of 12/10/2017 under Min 023/MCC/2017/18, awarded the construction of the Administration Block, Likhobo to African Construction Technicians and Contractors (U) LTD at a negotiated price of 101,999,2000/=</p> <p>On this procurement, the TEC sitting on 21/9/2017 had recommended the same bidder at a bid price of 111,775,146/=. However, since the amount was higher than the available budget of 102,000,000/=:, the Contracts Committee constituted a team that negotiated with the contractor until the sum of 101,999,2000/= was agreed upon</p>	<p>1</p>
<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this</p>	<ul style="list-style-type: none"> • a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per 	<p>The Procurement Plan is in place, endorsed by the CAO, Otai Charles on 2nd August 2018 and received by MOFPED and PPDA on 27th August 2018</p> <p>The Plan captures infrastructure projects in the approved AWP 2018/2019</p> <p>For instance;</p> <p>(a) Completion of the construction of a 4 apartment staff house at Bukimanayi HC II (Phase III) is estimated at 52,182,000/= in the Procurement Plan and AWP</p>	<p>2</p>

performance measure.	<p>plan (adherence to the procurement plan) for</p> <p>the previous FY: score 2</p>	<p>(b) Renovation of a staff house at Bugobero HC IV is estimated at 20,000,000/= in the Procurement Plan and AWP</p> <p>(c) Construction of 5 stance pit latrines in Bukusu and Bukhofu is estimated at 38,000,000/= in the Procurement Plan and 48,000,000/= in the AWP</p> <p>(d) Completion of the construction of the District Administration Block (Lukhobo)- 2nd floor, is estimated at 150,000,000/= in the Procurement Plan and AWP</p> <p>(e) Drilling, Casting and Consultancy for 7 boreholes is estimated at 140,420,000/= in the Procurement Plan and 143,920,000/= in the AWP</p> <p>The LG adhered to the Procurement Plan of the previous FY. For instance, the following are captured in the Procurement Plan of 2017/2018 and the Contracts Register of 2017/2018;</p> <p>(a) Construction of Drilling, Pump Testing, Siting, Casting and Installation of 6 boreholes was estimated at 118,260,000/= in the procurement plan 2017/2018, awarded to ICON Projects LTD at a bid price of 115,400,460/= and is captured in the Contracts register of 2017/2018 under MANA 566/WRKS/2017-18/00001</p> <p>(b) Construction of a 2 classroom block at Saamba P/S was estimated at 58,000,000/= in the procurement plan 2017/2018, awarded to K&K Commercial Agencies LTD at a bid price of 57,240,000/= and is captured in the Contracts register of 2017/2018 under MANA 566/WRKS/2017-18/00005</p> <p>(c) Construction of the Administration Block, Lukhobo was estimated at 102,000,000/= in the procurement plan 2017/2018, awarded to African Construction Technicians and Contractors (U) LTD at a negotiated price of 101,999,2000/= and is captured in the Contracts register of 2017/2018 under MANA 566/WRKS/2017-18/00006</p> <p>(d) Construction of a 5 stance pit latrine at Kikwetsi P/S at Bukusu S/C was estimated at 24,000,000/= in the procurement plan 2017/2018, awarded to Tsandex Investment LTD at a bid price of 22,628,034/= and is captured in the Contracts register of 2017/2018 under MANA 566/WRKS/2017-18/00010</p> <p>(e) Construction of a slaughter slab at Nakhupa market was estimated at 7,000,000/= in the procurement plan 2017/2018, awarded to Kinunulo Investments LTD at a bid price of 6,766,179/= and is captured in the Contracts register of 2017/2018 under MANA 566/WRKS/2017-18/00014</p>
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<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 Procurement Plan 2018/2019 indicates that the LG is due to implement at least 32 Infrastructure projects (excluding Road Works under Force Account) as follows; Administration-2 Health-5, Water-4 Education- 8 Projects at LLG level-13</p> <p>The Contracts Committee sitting on 3/8/2018 under Min 008/MCC/2018/19, approved 17 bid documents (Open Bidding and Selective Bidding). This translates to 53% of the bid documents for infrastructure projects prepared by August 30th 2018</p>	<p>0</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 Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>The LG has an updated Contracts Register which captures SN, Procurement reference, Subject of Procurement, Name of Provider, Contractors Address, Date of Award, Contract Price, Commissioning date, Status</p> <p>The register captures Works, Supplies and Services procured in the LG in 2017/2018</p> <p>The LG has complete procurement activity files for the projects for previous FY as is required by the key records to check on the procurement file designed by PPDA, April 2008.</p> <p>For instance;</p> <p>The procurement file for the 5 stance pit latrine at Kikwetsi P/S contains the following;</p> <p>Request for procurement dated 15/8/2017, Approval of procurement method dated 24/11/2017, Shortlist is dated 1/12/2017, Tsandex Investment (U) LTD which was awarded the contract is on the pre-qualification list, records of sale of bidding documents dated 11/12/2017, bid document dated December 2017, Bid Closing/ Opening dated 21/12/2017, Copies of bids evaluated-1, Evaluation report dated 11/1/2018, No bidder attended pre-bid meeting despite the invitation and there were no negotiations for this procurement</p> <p>notice of the best evaluated bidder is dated 23/1/2018, date of bid acceptance from PDE is dated 5/2/2018 and the acceptance from the contractor is dated 14/2/2018</p> <p>Contract agreement is dated 4/4/2018, appointment of contract manager is dated 10/11/2017 (CAO assigned the Ag District Engineer, the construction of buildings)</p>	<p>2</p>

There was no contract amendment and no complaints. The contractor applied for bid security on 20/2/2018

The procurement file for the construction of the Administration Block (Lukhobo) contains the following;

Request for procurement dated 17/8/2017, Approval of procurement method dated 18/18/2017, advert for the procurement posted in the New Vision of 21/8/2017 records of sale of bidding documents dated 8/9/2017, bid document dated 21/8/2017, Bid Closing/ Opening dated 15/9/2017, Copies of bids evaluated-1, Evaluation report dated 21/9/2017, No bidder attended pre-bid meeting despite the invitation but there were negotiations with the contractor over the bid price that are on file

notice of the best evaluated bidder is dated 2/10/2017, date of bid acceptance from PDE is dated 17/10/2017 and the acceptance from the contractor is dated 23/10/2017

Contract agreement is dated 23/11/2017, Ag District Engineer is the contract manager

There was no contract amendment but there is a contracts committee decision on a submission on change of design on the construction dated 23/2/2018

There were no complaints recorded

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.

For the previous FY, the LG adhered with procurement thresholds i.e. for procurement's over 50m, the LG used the Open Bidding method and the Selective Bidding Method for procurement's below 50m.

The Contracts Committee meeting sitting on 18/8/2017 under Min 008/MCC/2017/18 approved the Open Domestic Bidding method for several works including;

(a) Construction of Drilling, Pump Testing, Siting, Casting and Installation of 6 boreholes awarded to ICON Projects LTD at a bid price of 115,400,460/=

(b) Construction of a 2 classroom block at Saamba P/S awarded to K&K Commercial Agencies LTD at a bid price of 57,240,000/=

(c) Construction of the Administration Block, Likhobo awarded to African Construction Technicians and Contractors (U) LTD at a negotiated price of 101,999,2000/=

The advert for these procurement's was posted in the New Vision of 21//8/2017 and the bids were issued on the same date

The Contracts Committee meeting sitting on 24/1/2017 under Minute 027/MCC/2017/18 approved the Selective Bidding method for several works including;

(d) Construction of a 5 stance pit latrine at Kikwetsi P/S at Bukusu S/C awarded to Tsandex Investment LTD at a bid price of 22,628,034/=

(e) Construction of a slaughter slab at Nakhupa market awarded to Kinunulo Investments LTD at a bid price of 6,766,179/=

The date of bid issue for the Construction of the 5 stance pit latrine at Kikwetsi P/S at Bukusu S/C was December 2017 while that of the Construction of a slaughter slab at Nakhupa market was issued in March 2018

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

The works projects implemented in the previous FY were certified appropriately based on technical supervision. For instance,

(a) The construction of the Administrative Block- Lukhobo- 114,249,200/=

Commencement: 23/11/2017

Completion: 27/2/2018

Interim valuation certificate No.1 issued on 28/2/2018 was worth 108,491,994/=

Report on the finishes of the Administration Block Phase VIII was compiled on 27/2/2018 and is endorsed by the Ag District Engineer

(b) The construction of Drilling, Pump Testing, Siting, Casting and Installation of 6 boreholes- 115,400,460/=

Commencement: 12/11/2017

Completion: 22/5/2018

Substantial Valuation Certificate No.1 worth 109,226,877/= was issued on 23/1/2018

In December 2017 and January 2018, the District Water Officer supervised the 6 borehole and compiled a supervision report for 2017/2018

(c) Construction of a slaughter slab at Nakhupa market- 6,766,179/=

Commencement: 4/6/2018

Completion: 28/6/2018

Substantial Valuation Certificate No.1 worth 6,089,508/= was issued on 29/6/2018

Inspection report dated 29th June 2018 was endorsed by AEO and approved by Ag District Engineer

(a) Construction of a 2 classroom block at Saamba P/S- 57,240,000/=

Commencement: 26/10/2017

Completion: 27/3/2018

Certificate of Works No.1 worth 54,378,000/= was approved and issued on 19/3/2018

Report on the construction, dated 31/1/2018 was addressed to CAO and endorsed by AEO (MOES)

<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>The LG had not started implementing any works projects at the time of assessment.</p> <p>However a sample of 5 projects of 2017/2018 that are either were checked for status of labelling. None of them was labelled as is required. Both lacked contract value and expected duration-there was mention of the FY 2017/2018 but the exact duration for the works was not captured on the site boards</p> <p>The projects sampled were; Completion of construction of the Administration Block (Lukhobo), Construction of a staff House at Bukimanayi HC II, Extension of Lirima Gravity Flow Scheme in Sisuni, Bukusu and Ikali in Manafwa district, Siting, Pump Testing, Casting and Installation of 6 boreholes and construction of a 2 classroom block at Saamba P/S</p>	<p>0</p>
<p>Financial management</p>			
<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 had not updated monthly bank reconciliations for all the 16 bank accounts at the time of the assessment, except 2 bank accounts, namely;</p> <p>(1) Housing Finance bank a/c 0800098049- Mbale branch , in the names of " Manafwa DLG Health Account ", was last reconciled and approved on 30/9/2018 , with balances as per cash book and bank statement of shs 10,562,527 and "10,562,527" respectively.</p> <p>.(2) Orient bank a/c 25061244010109- Mbale branch , in the names of "Manafwa DLG Technical Services Account ", was last reconciled and approved on 30/9/2018 , with balances as per cash book and bank statement of shs 61,817,249 and "63,041057" respectively.</p> <p>The rest of bank accounts totalling 14 in number were updated only up to 30/6/2018.</p> <p>The LG was therefore not fully compliant with the manual.</p>	<p>0</p>

<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 had certified timely payments to suppliers.</p> <p>Examples of Suppliers verified included;</p> <p>(1) ORYX OIL(U) LTD, for supply of fuel for monitoring district projects/activities during the year ,pv no 029 dated 20/9/2019 of shs 1,582,000, fuel statement dated (18/9/2017 up to 29/9/2017) of shs 1,582,000.</p> <p>Payment was made in advance, therefore there was no delay.</p> <p>.The mandatory requirement is that the delay period, if any, should not exceed 2 months.</p> <p>(2) Star Ville (u) ltd, LPOs (001,002,003,004and 005) all dated 8/8/2017 and totalling shs 25,077,000 for supply of assorted stationery, pv-24/2/2018 dated 20/2/2018 of shs 23,572,380, receipt no 508 dated 23/2/2018 of shs 23,572,380, GRN 887/8/9 dated 23/8/2017, D/N no 505/6 dated 23/8/2017</p> <p>Date of requisition by supplier for payment 11/9/2017, date of certification by CAO /CFO 16/9/2017.Duration taken for payment 5 days (11/9/2017 up to 16/9/2017).</p> <p>The mandatory requirement is that the delay period, if necessary, should not exceed 2 months.</p> <p>The LG was therefore timely as far as payment was concerned.</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>The LG had a substantive senior internal auditor, as per the DSC appointment minute ref: 342/2016(1), appointment letter ref; CR/56/2 dated 18/5/2016, in the names of Welikhe Ambrose David, personnel file no CR/D/10022, for the post of Principal Internal Auditor (Previously employed as senior finance officer), with a salary scale U2.</p>	<p>1</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 had produced all quarterly Internal Audit Reports for FY 2017/2018 as indicated below:</p> <ul style="list-style-type: none"> • Quarter 1 internal audit report was dated 14/10/2017. • Quarter 2 internal audit report was dated 25/1/2018 • Quarter 3 internal audit report was dated 20/4/2018 • Quarter 4 internal audit report was dated 20/7/2018. 	<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 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 had provided all the information to the council and LG PAC on the status of implementation of internal audit findings for the previous financial year.</p> <p>PAC and Council received all quarterly Internal Audit Reports which also included status of implementation of the previous quarters.</p> <p>Submission letters were acknowledged by the clerk to council (Mr Tsekoko Moses) as demonstrated below:</p> <ul style="list-style-type: none"> • Quarter 1 internal audit report submission was received on 14/10/2017. • Quarter 2 internal audit report was received 25/1/2018 • Quarter 3 internal audit report was received on 25/04/2018 • Quarter 4 internal audit report was received on 20/7/2018. 	<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 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>The LG Accounting Officer and LG PAC had received the internal audit reports for the previous FY 2017/2018, LG PAC reviewed them. The following review minutes were recorded:</p> <ul style="list-style-type: none"> • On 24/11/2017 minute ref:DPAC 3/24/11/2017/18 • On 11/12/2017 minute ref:DPAC 1/12/2017 • On 11/12/2017 minute ref:DPAC 3/12/2017 	<p>1</p>
<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 updated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The LG had not updated the assets register, however, the format prescribed in the accounting manual was in place. The register in place lacked most of the necessary details provided for in the format mentioned above.</p> <p>For example, the assets selected and verified included;</p> <p>(A)-LAND AND BUILDINGS;</p> <p>(1)-Wesswa sub county land;</p> <ul style="list-style-type: none"> • Location//address (no details on record) • Title reference (no details on record), • Description -Wasswa sub county. • Purchase price/valuation (no details on record) <p>(2)-Bugobero sub county land;</p> <ul style="list-style-type: none"> • Location//address (no details on record) • Title reference (no details on record), • Description -Bugobero sub county Hqrs. • Purchase price/valuation (no details on record) <p>(B)-REGISTER OF M/VHEICLES;</p> <p>(1)-M/V Reg no LG0002-071, Folio 25</p> <ul style="list-style-type: none"> • Original cost (no details on record) • Date of acquisition (no details on record), • No details (no details on record) • Capacity (no details on record) 	<p>0</p>

		<ul style="list-style-type: none"> • Description -white. • Model – Nissan • Engine no J830007063 • Chassis no (no details on record) • Tyre size – 265/70.R1.5 1124 • Fuel – Diesel <p>(2)-M/V Reg no UG 2354W, Folio 27</p> <ul style="list-style-type: none"> • Original cost (no details on record) • Date of acquisition 19/2/2017, • No details (no details on record) • Capacity (no details on record) • Description -(no details on record) • Model –Brand new Fuso Rump Truck • Engine no 6D16A70831 • Chassis no FM657FA45276 • Tyre size(no details on record) • Fuel – (no details on record) 	
<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 audit opinion of LG Financial Statement was unqualified</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			

<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>Review of 6 sets of Council minutes (FY 2017/18) of 20th/09/2017, 20th/12/2017, 1st/03/2018, 3rd/04/2018, 18th/05/2018 and 29th/05/2018 indicated that though some service delivery issues had been considered, Council had not discussed LG PAC and performance assessment results FY 2017/18. Examples of issues discussed were:</p> <ul style="list-style-type: none"> In meeting of 20th/12/2017 considered members of the District Service Commission under Min. DLG Min. 273(ii)/12/2017/18 and Committee reports quarter I under DLG Min. 273(ii)/12/2017/18 including for Works and Technical Services, Social Services, and, Production and Natural Resources. In meeting of 1st/03/2018 approved supplementary budgets including 1,213,505,293= GPE World Bank support for construction of St. Kizito PS in Bukiabi SC (Namisindwa). In meeting of 29th/05/2018 discussed and approved annual workplan and budget for FY 2018/19 worth 20,724,542,000= under Min. 297/05/2017/18 <p>Though the performance assessment results FY 2017/18 where presented (Manafwa had scored 49%) to Council in meeting of 24th/08/2018 [minutes were in draft form], they were not discussed.</p>	<p>0</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. 	<ul style="list-style-type: none"> LG had designated the District Information Officer to coordinate response to complaints/grievances as evidenced by letter by CAO dated 1st/07/2018 . Register of complaints being maintained with first entry 03/06/2014 (one case) running through 2015 (one case) 2016 (2 cases) 2017 3 cases) to 2018 (9 cases, latest registered on 8th/10/2018). LG had handled some complaints e.g. had arrived at settlement of 10,900,000= for civil suit No. 55 of 2015 in response to grievance dated 23rd/06/2014 by Wakhata B. M. (for Anyala Constructors and Supply Ltd.) regarding non-payment of 14,082,200= for construction of Banyinza PS. 	<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 	<ul style="list-style-type: none"> • LG had not specified, displayed and made publically available a system for recording, investigating and responding to complaints. 	<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 	<ul style="list-style-type: none"> • Though Payroll September 2018 was on display at the district H/Q the pensioner schedule was not. 	<p>0</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. 	<ul style="list-style-type: none"> • Procurement plan 2018/19 and awarded contracts had not been displayed. List pre-qualified firms FY 2018/19 dated 31st/07/2018 was on display. 	<p>0</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. 	<ul style="list-style-type: none"> • Manafwa DLG had displayed/published performance assessment results FY 2017/18 (in which Manafwa district overall score was 49%) on notice boards at the district H/Q. 	<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>District had communicated and explained guidelines and circulars from the national level to LLGs as evidenced by:</p> <ul style="list-style-type: none"> • Report dated 30th/01/2018 of capacity building meeting with LLGs held on 12th/01/2018 prepared by District Planner –disseminated and explained DDEG guidelines FY 2018/19, LG budget calendar 2018/19, guidelines on PBS. Also included attendance lists and document acknowledgement sheets. • Report by District Planner dated 30th/11/2017 on back up support and follow up on implementation of new policy reforms for LLGs and performance as per NDP guidelines conducted in month of November and December 2017 included Policy reforms i.e. PFMA 2015 and Public Finance Management Regulation 2016 GoU annual cash flow plan. 	<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. 	<ul style="list-style-type: none"> • District had held discussions with the public in FY 2017/18 to discuss service delivery as evidenced by Minutes of Baraza held at Sigunga PS, Kaato SC on 2nd/05/2018 signed by CAO, Mr. Otai Charles, and Clerk to Council, Mr. Tsekooko Moses. 	<p>1</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>To support sector departments to mainstream gender into their activities, the Gender focal point/CDO held a Gender Mainstreaming Training for TPC members on 20/7/2017. The training identified gender issues in the sectors and presented strategies to address them by sector</p> <p>Also, mentoring was undertaken for district and S/C staff on Gender Issues and Skills enhancement for Women, Youth and PWDs in relation to development planning on 14/3/2018</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 implemented: score 2. 	<p>The DCDO/Gender focal person has planned several activities for 2018/2019 to strengthen women's roles and address vulnerability and social inclusion.</p> <p>These include; provision of special grants to 8 PWD groups to start IGAs, Monitoring PWD groups, implementation of YLP, implementation of UWEP, Conducting FAL classes, supporting Women, Youth, PWD, Elderly Councils, Creating awareness on HIV/AIDS, Provision of Probation services with support of CSO's among others</p> <p>The approved and actual budget for the Community Based Services Department was not captured in the Financial Statement of the LG for the FY ended 30th June 2018 so it was not possible to compute the budget performance of the Department</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 screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>In the FY 2017/2018, the LG screened projects in Water (2), Education (4), Health (1), Administration (1) and developed the Environmental and Social Management Plan for each project</p> <p>For instance; Screening for the Water Projects was done from 11th-12th August 2017 for the boreholes and on 13/8/2017 for the extension of Lirima GFS, the education facility projects were undertaken on 9/8/2017, the Health facility project was screened on 9/8/2017 and the construction of the Administration Block was screened on 12/8/2017</p>	<p>1</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 the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>At the time of assessment, there was no documented evidence produced to confirm that there was deliberate integration of environmental and social management, health and safety issues into the bid documents</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 projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>Some of the projects implemented in 2017/2018 were on land owned by the district while others were on institutional, community and private land. The status as per the evidence presented by the Physical Planner and the Water Department for this sample of 5 projects is as follows;</p> <p>(a) Construction of Drilling, Pump Testing, Siting, Casting and Installation of 6 boreholes was implemented on private land and agreements with the land owners were made. However these were kept in the District Water Office and not known in the Lands Office</p> <p>(b) Construction of a 2 classroom block at Saamba P/S was implemented on Institutional land and there is no agreement by the LG with the institution on this matter</p> <p>(c) Construction of the Administration Block, Lukhobo was implemented on District Land that is titled (Freehold Register, Volume HQT1233 Folio 2)</p> <p>(d) Construction of a 5 stance pit latrine at Kikwetsi P/S at Bukusu S/C was implemented on Institutional land and there is no agreement by the LG with the institution on this matter</p> <p>(e) Construction of a slaughter slab at Nakhupa market was done on S/C land. The process of securing the land has started</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>At the time of assessment, the Environment officer had filled some Environmental and Social Mitigation Certification Forms for completed projects for 2017/2018. All certificates availed were endorsed by both the Environmental Officer and CDO.</p> <p>For instance the certificate for the construction of the Administration Block- Likhobo, dated 19/6/2018 is endorsed by both Environment Officer and CDO and so are the certificates of the school infrastructure projects dated 21/6/2018</p>	<p>1</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 the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>The contract payment certificates in the LG had no provision for environmental and social clearance</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>The Environmental Officer presented two reports on environmental monitoring i.e Site Visits to the Bore holes and School Infrastructure Projects on 15/11/2017 and 14/6/2018. These were endorsed by both District Environment Officer and CDO.</p> <p>The District has not been conducting monthly monitoring of projects on environmental matters. Also, the reports that were presented did not use checklists, had no pictures and were not very clear on the corrective actions taken</p>	<p>0</p>
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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>In the performance contract FY 2018/19, there is a budget provision of 5,096,122,000 (~5 bn shillings) for 760 teachers in 61 government-aided primary schools. Assuming 61 schools, each with 7 teachers and a head teacher, all at starting pay as per salary schedule 2018/19, their total budget would be 2.9bn shillings. Therefore a wage bill of 5bn shillings is sufficient to cater for at least 8 teaching staff with a head teacher inclusive.</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>There is evidence that the allocations to all schools are satisfactory to the guidelines of teacher deployment.</p> <p>The school list from the office of DEO, indicate that: of the 61 schools in the district, 59 are P7-level schools and 2 are lower-class level schools. The staff list for each of the P7-level schools has 7 teachers and a head teacher. The lower class-level schools, that is: Bukhone PS, a P5 level schools has 6 teachers and Bubunkaza PS; P6 level school has 6 teachers. This implies that each of these has at least a teacher per class.</p> <p>The number of teachers in all the schools that were visited complied to the deployment guidelines. That is, Mayenze PS and Nakupa, each has 17 teachers, Wanga PS has 12 teachers and Nalondo Butta PS has 15 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>Of the ceiling of 880 teachers in the district, 760 have with a wage bill. All the teachers with a wage bill all are in post in 61 primary schools. Thus, translating to 100% of the structure filled with teachers in primary schools.</p>	<p>6</p>
<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>Manafwa Local Government approved and adopted staff structure (28/03/18) under ref: ARC 135/306/01. The structure recommended one position of Senior Inspector of Schools and one position of Inspector of Schools. The position of Inspector of Schools was substantively filled under DSC Min.108/2008 (i) while the position of Senior Inspector of Schools is not yet filled.</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>The recruitment plan FY 2018/19 dated on 2/10/2017 was submitted to Ministry of Public Service, to fill the following vacant positions of teachers in primary schools.</p> <ul style="list-style-type: none"> • 15 Headteachers • 16 Deputy Headteachers • 100 Education Assistants 	<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>At the time of assessment, there was no evidence that the LG Education department submitted a recruitment plan to fill the position of an Inspector of Schools.</p>	<p>0</p>
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Monitoring and Inspection

<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>The approved and adopted staff structure for Manafwa DLG (28/3/18) provides for (2) inspectors namely Senior inspector of schools and Inspector of Schools. The position of Inspector of Schools is substantively filled.</p> <p>None (0%) of (2) Inspectors of schools had been appraised for FY 2017/18.</p> <p>The annual performance report for Senior Inspector of Schools (Wasike John-appointed under DSC Min.108/2008 (i) as Inspector of Schools and assigned duties and functions of Senior Inspector of Schools on 22/6/18 by CAO) was not on file.</p> <p>He was last appraised during FY 2016/17 on 4/7/17</p>	<p>0</p>
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<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>Manafwa DLG has (61) Government aided primary schools. There are (61) head teachers (substantive-37 and caretakers-24).</p> <p>54% (33 out of 61) of head teachers had been appraised during calendar year 2017.</p> <p>Examples:</p> <ul style="list-style-type: none"> a) a)Natubu John-Nakhupa P/s, Bugobero S/C; was appraised on 28/5/18 b) Mungoma Deo-Bukhada P/s, Bukhadala S/C; was appraised on 19/3/18 c) Kasede Esther-Bunyinza P/s, Bunabwana S/C; appraised on 18/8/2017 d) Walimbwa Agatha-Buwagogo P/s, Buwagogo S/C; appraised on 28/2/18 e) Nabafu Masitula-Sikuzi P/s, Khabutoola S/C; appraised on 3/8/17 f) Bwayo Theo-Butooto P/s, Wesswa S/C; appraised on 22/1/18 g) Etc. 	
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<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>There was no evidence that the department of Education in the LG had communicated all the guidelines.</p> <p>None of the selected schools: Wanga, Mayenze, Nalondo Butta and Nakupa, had received all the circulars listed by the department. The following were some of the circulars that were received by LG Education Department.</p> <ol style="list-style-type: none"> (1) Licensing of all private Institutions received on 5/01/18 (2) Focus of school inspection received in July 2017 (3) Teacher support supervision in schools received on 3/07/17 (4) Dressing code for public officers from public service. <p>The circulars identified in selected in the list below, were different from those indicated by the department in the list above.</p> <ol style="list-style-type: none"> (1) Weekly Teacher Attendance Tracking Form received 7/7/17 (2) Introduction of ICHULI Consulting Organization 4/7/2017 (3) Strategies for Improvement of Quality of Education 2018 	<p>0</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>However ,there was evidence that LG education department held a series of meetings with headteachers in primary schools to discuss and explain circulars, guidelines and policy issues.</p> <p>For example,</p> <ol style="list-style-type: none"> (1) On 28/02/2018, the department held a meeting with private school headteachers and guided them how (2) On 21/05/2018, the department held a meeting with headteachers to reflect on best practices during term I 2018 (3) On 1/2/2018, held a planning meeting with headteachers , where DEO cautioned private schools to follow the guidelines (4) On 15/2/2018, the department met headteachers and discussed academic improvement strategy 	<p>2</p>

The LG Education De- partment has effectively inspected all registered primary schools²

Maximum 12 for this performance measure

• Evidence that all licenced or registered schools have been inspected at least once per term and reports produced:

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.

The overall school inspection coverage of public and private primary schools per term stands at 82 %. There are 71 schools (61 governments and 10 registered or licensed private) in the Manafwa district.

(a) School inspection coverage from inspection reports

- Term I 2018 submitted on 26th /04/2018 indicated that 71 schools were inspected (100%)

- Term II 2018 submitted 66 inspected schools (93%)

- Term III 2017 submitted 69 inspected schools (97%)

Average school inspection from reports = $(100 + 97 + 93) / 3 = 290 / 3 = 97\%$

However, 80 unlicensed schools were also inspected.

(b) There was evidence of inspection coverage from sample schools as follows:

(1) In Nakupa P/S, there were 3 inspection feedback reports on 14/08/17, 11/10/17 and 22/02/17. Inspection coverage at Nakupa P/S was 100% in FY 2017/18.

(2) In Nalondo Butta P/S, there were 2 inspection feedback reports on 11/10/17 and 27 /02/2018. Inspection coverage at Nalondo Butta P/S was 67% in FY 2017/18.

(3) In Wanga P/S, there were 2 inspection feedback reports on 06/06/17 and 22/02/18 in FY 2017/18. Inspection coverage at Wanga P/S was 67%.

(4) Mayenze P/S has 2 inspection feedback reports on 10/07/17 and 2/03/18. Inspection coverage at Mayenze P/S was 67% in FY 2017/18.

(5) Bulako PS, had 1 inspection feedback report on 28/03/18. Inspection coverage at Bulako P/S was 33% in FY 2017/18.

Average inspection coverage from sample schools = $(67 + 67 + 67 + 100 + 0) / 5 = 301 / 5 = 67\%$

Overall school inspection = $(97 + 67) / 2 = 164 / 2 = 82\%$

<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 Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>There was evidence that school inspection reports were discussed in the department meetings held on: 28/08/2017 and sometime in November of 2017 recommended:</p> <p>(1) Under min4/Educ/08/2017: Lesson supervisions should be done to each teacher at least 3 times a term in each subject.</p> <p>(2) Under min5/Educ/11/2017: meet all teachers in district reflect on attendance , supervision , time management and teacher prior preparation etc</p>	<p>4</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>There was evidence that DES acknowledged receipt of Inspection reports: Q3 on 13/11/2017 and Q4 on 31st/02/2018 .</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>(1) LG Education organised 2 sessions of the meeting with all teachers on 28th/11/2017 at Bugobero High Schools.</p> <p>(2) The DEO wrote reward and warning letters to teachers, after looking at the results of the school inspection and supervision report. For example, on 10/8/2017, the DEO thanked Kutosi Lunyoli Joyce of for good attendance and warned Manyama Edward of Makenya PS. In march 2018, the DEO warned Wabwoba Ester for poor content coverage in march 2018.</p>	4
<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>The list of schools in the LG education department has 61 government schools which were not consistent with EMIS report obtained from MoES, having record 43 schools. Some schools , for example, Ikaali PS, Kangole PS , Saamba PS and Makenya PS were missing in the report of MoES, yet there was evidence of data capture in Form A. For instance, pupil enrolments in Ikaali PS, Kangole PS, Saamba PS, Makenya PS as recorded in April 2017 were: 908, 284, 440 and 565 respectively. The list of MoES had not been updated. All two EMIS data source , too contradict with data in PBS, where it records that enrollment was obtained from 51 schools. According to the planner school data from the two districts; Namisindwa and Manafwa is not yet reconciled.</p>	0
<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>Enrolment data in EMIS report obtained from MoES and PBS are not accurate and consistent. The data from the office of the DEO is 40, 296 pupils contrary to 29,150 pupils enrolled in 43 government schools. For example,from the EMIS form A as per April 2017, the enrolment in Buwagogo PS, Wanga , Sisuni , Bubukanza and Butooto primary schools were 509, 470, 902, 350 and 1085 , which is not consistent with EMIS data from MoES: 529, 472, 746, 353 and 1122 respectively. Notably, the records of the EMIS report from MoES indicate, which is contrary 45, 535 pupils recorded in the PBS</p>	0
Governance, oversight, transparency and accountability			

<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 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>Review of 4 sets of minutes of Social Services committee of 9th/11/2017, 19th/02/2018, 13th/04/2018 and 23rd/05/2018 indicated that though some service delivery issues had been considered, the committee had not discussed inspection reports, performance assessment results FY 2017/18 and LG PAC reports. Some of the issues discussed were:</p> <ul style="list-style-type: none"> • In meeting of 9th/11/2017 (not authenticated by the Committee Chairperson) discussed departmental reports under Min SCSS 03/11/2017/18 and priorities for FY 2018/19 under Min SCSS 04/11/2017/18 proposed construction of 5-stance latrines in 10 schools. • In meeting of 19th/02/2018 discussed departmental progress reports under Min. ScSS /04/02/2017/18. Noted reduction in teacher absenteeism between July- November 2017, discussed concern of retired persons still being on salary payroll, borrowed funds from Education department meant for retention worth 90,000,000=. • In meeting of 23rd/05/2018 (not authenticated) discussed Education sector budget estimates for FY 2018/19 (381,484,000= for UPE schools and 535,073,000= under development). 	<p>0</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>The Social Services committee had presented education-related issues that required approval of Council in FY 2017/18. For example:</p> <ul style="list-style-type: none"> • In Council meeting of 20th/12/2017 Committee report quarter I and recommendations were presented under DLG Min. 273/12/2017/18 recommended review of staff ceilings to cope with workload and lobbying of partners to support some of the unfunded priorities. • In meeting of 1st/03/2018 Council discussed and approved under Min. 284/03/2017/18 approved supplementary budget worth 1,213,505,293= support by GPE World Bank for construction of St.Kizito PS in Bukiabi SC (Namisindwa DLG) 	<p>2</p>

<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>All school has functional school management committee legal from 16th June 2018 to 16th June 2021.</p> <p>There was evidence of functionality of SMCs in the 5 random sample of schools, in FY 2017/18.</p> <p>(1) Bukhone P/S submitted minutes of 1 meeting of 22/02/18 having evidence of budget discussions.</p> <p>(2) Bukewa P/S submitted minutes of 2 meetings of 23/11/17 and 09/02/18 with evidence budget approval and discussions.</p> <p>(4) Lwanjusi P/S submitted minutes of 2 meetings on 28/10/17 and 2/2/18 with budget discussions</p> <p>(5) Syamukunga P/S had submitted minutes of all meetings in 12017/18, 18th /7/17 , 18/11/2017 and 27/04/18</p> <p>Therefore the score of elements of functionality:</p> <p>(i) Establishment of SMC = 5/5(100%),</p> <p>(ii) Mandatory meetings = 8/15(53%)</p> <p>(III) Budgeting and resources = 4/5(80%)</p> <p>(iv) Submission of minutes = 5/5(100%)</p> <p>Functionality = $(100 + 100 + 80 + 53) / 4 = 333 / 4 = 83 \%$</p> <p>Therefore the score of elements of functionality:</p> <p>(i) Establishment of SMC = 5/5(100%),</p> <p>(ii) Mandatory meetings = 8/15(53%)</p> <p>(III) Budgeting and resources = 4/5(80%)</p> <p>(iv) Submission of minutes = 5/5(100%)</p> <p>Functionality = $(100 + 100 + 80 + 53) / 4 = 333 / 4 = 83 \%$</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>There is evidence that all schools receiving non-wage recurrent grants (UPE) had been posted on public notice boards as required. In Q1,Q3,Q4 FY 2017/18 , the examples of displayed schools include:</p> <p>(1) Bubukanza PS has 1,282,424/, (2) Bubul mixed PS has 2,864, 030/ (3) Bubwaya has 2,376467/= (4) Nalondo Butta PS has 2,533,438/= (5) Watakhuna PS has 2,683,275/=</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,</p> <p>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>The LG Education Department made an input into the Procurement Plan 2018/2019 to PDU in time on 27th March 2018. The input had 8 infrastructure projects</p>	<p>4</p>
<p>Financial management and reporting</p>			

<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. 	<ul style="list-style-type: none"> The LG Education department timely certified and recommended suppliers for payment as per the contract terms and conditions. <p>Examples of contracts verified included:</p> <p>(1)-Procurement Ref:Mana 566/Wrks/16-17/00010, procurement minute ref; 50/mcc/2016/2017/ dated 13/1/2017, pv-Educ/06/11/17 dated14/11/2017 of shs 17,566,221 , by Tsandex Investments (u) Ltd, receipt no 273 dated 16/11/2017 of shs 17,566,221, for construction of 5 stance lined pit latrine at Bumukaya p/school, with a contract price of shs 19,447,580, certificate no 1 dated 14/6/2017 of shs 18,475,201, date of completion and requisition for payment 30/10/2017, date of certification by CAO 31/10/2017.</p> <p>Delay period was 1 day i.e (30/10/2017 up-to 31/10/2017).</p> <p>Payment was effected timely and within the recommended period not exceeding 2 months.</p> <p>2)-Procurement Ref:Mana 566/Wrks/16-17/0005, , pv-9/6 dated 3/6/2018 of shs 51,702,602 , by K & K Commercial Agencies Ltd, for construction of 2 class room block at Samba p/school-Busukuya s/county, with a contract price of shs 57,240,000, certificate no 1 dated 31/1/2018 of shs 57,240,000, date of completion and requisition for payment 31/1/2018, date of certification by CAO 22/3/2018.</p> <p>Delay period was 50 days i.e (31/1/2018 up-to 22/3/2018).</p> <p>Payment was effected timely and within the recommended period not exceeding 2 months. .</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 	<ul style="list-style-type: none"> The LG could not ascertain dates when the Education department had submitted Annual performance report for the FY 2017/18, including all the four quarterly reports, to Planning unit for consolidation. 	<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 LG Education sector had provided information to the internal audit on the status of implementation of all audit findings for the year 2017/18.</p> <p>Reference was made to the submission letter dated 10/4/2018 titled "Response to audit queries" from Education officer/SNE, Manafwa (Mutonyi Annete Masinde) addressed to the DEO and forwarded to CAO on the same day 10/4/2018.</p>	
Social and environmental safeguards			

<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>The LG Education Department did not consult with the gender focal point to disseminate guidelines on how senior women/men teachers should engage girls and boys to handle various issues</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>The LG Education Department did not collaborate with the gender department to issue and explain 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>The schools did comply with gender guideline in the formation of SMC; at least 2 women are appointed among the foundation members.</p>	<p>1</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated 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>By the time of assessment, the LG had not issued guidelines on environmental management</p>	<p>0</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated 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 4 school infrastructure projects implemented in 2017/2018 were screened on 9/8/2017</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated 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 checked whether the mitigation plans are complied with: Score 1 	<p>The environment officer and CDO made site visits to the 4 school infrastructure projects on 15/11/2017 and 14/6/2018</p>	<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>The LG Performance contract 2018/19 FY indicates the PHC wage bill provision of UGX 2,054,330,772 and the wage bill for staff in post of UGX 2,120,065,584 after salary enhancement i.e. staff positions with a wage are filled.</p> <p>The staff structure has 221 positions of which 184 are filled i.e. 83% staffing level</p>	8
<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 recruitment plan was submitted to HRM in a letter dated 4th July 2018 obtained from DHO's office.</p>	6

<p>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</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>Manafwa DLG has two HCIVs namely Bugobero and Bubulo. There is no general hospital.</p> <p>100% (All the 2) of health facility in-charges had been appraised during FY 2017/18.</p> <p>a) The annual performance report (Dr.Oyese Gahima-appointed under MNF/DSC/403/2017 (V)-5.0 as Senior Medical Officer and assigned as in-charge for Bugobero HCIV on 22/5/17) was not on file and signed by both DHO & CAO on 24/7/18</p> <p>b) The annual performance report for (Wamakale Fred-appointed as Clinical Officer under DSC Min.56/2011 (i) and assigned duties of In-charge of Bubulo HCIV on 18/5/2012 by CAO) was on file and signed by DHO on 18/7/18</p>	<p>8</p>
<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>All 10 Health facilities were submitted with the performance contract (PBS). The deployed staffs in the sampled health facilities were as per the staff list in the performance contract. A few mismatches were due to recent transfers and the newly recruited staff.</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>At the time of assessment, there was no letter communicating policies, circulars or guidelines to health facilities.</p>	<p>0</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 held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>At the time of assessment, there was no report or minutes of a meeting convened in which policies, circulars or guidelines were explained. The DHO attributed this to the fact that for the FY2017/18, the health depart got only 24 million shillings for PHC non-wage</p>	<p>0</p>
<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>The District has two HCIVs (Bugobero HCIV and Buburo HCIV) and no hospital. Support supervision visits were made to both as per reports obtained from the DHO's office dated as follows: Q – 28/9/2017, Q2 – 22/12/2017, Q3 – 15/2/2018 and Q4 – 21/6/2018.</p>	<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 measure</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 health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>While the DHO's office did some supervision for all facilities, no report was obtained showing that the HSD did support supervision. In addition, supervision logbooks obtained from the sampled facilities did show supervision by the HSDs</p>	<p>0</p>
<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 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 	<p>At the time of assessment, there was only minutes of one meeting held in Q3 on 1/3/2018. There was discussion done for other quarterly reports.</p>	<p>0</p>

<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>Minutes of meetings that discussed quarterly reports were not available hence could not easily establish follow up actions except for Q3.</p>	<p>0</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>List of all 10 health facilities in the district was submitted as part of the performance contract 2018/19 FY.</p> <p>HMIS forms 105, 108, 012 and 033b for July 2018, August 2018 and September 2018 were submitted through DHIS2 online systems with 100% submission rates.</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>Review of 4 sets of minutes of Social Services committee of 9th/11/2017, 19th/02/2018, 13th/04/2018 and 23rd/05/2018 indicated that though some service delivery issues had been considered, the committee had not discussed inspection reports, performance assessment results FY 2017/18 and LG PAC reports. Some of the issues discussed were:</p> <ul style="list-style-type: none"> In meeting of 19th/02/2018 discussed departmental progress reports under Min. ScSS /04/02/2017/18 –need to upgrade Bogobero HC IV to hospital and noted that land was inadequate to enable Ikaali HC II to be upgraded to HC III. In meeting of 3th/04/2018 (not authenticated) discussed workplans FY 2018/19 23rd/05/2018 (not authenticated) discussed Health sector budget estimates for FY 2018/19 worth 2,803,002,527=. 	<p>0</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>The Social Services committee had presented health-related issues that required approval of Council in FY 2017/18. For example:</p> <ul style="list-style-type: none"> In meeting of 20th/12/2017 Committee reports quarter I and recommendations were presented under DLG Min. 273/12/2017/18. Committee recommended increased funding to health department to cope with the changing technologies and disease patterns, review of staff ceilings to cope with workload and lobby partners to support some of the unfunded priorities. 	<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 sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>Four of the five sampled facilities held only two of the four mandatory meetings each. i.e. Bugobero HCIV, Buburo HCIV, Butiru Chrisco HCIII and Bubulo Walanga HCII. Only Butiru HCIII did three meetings.</p> <p>Implying that none did all the four mandatory meetings. This was attributed to lack of PHC non-wage during the previous financial year.</p>	<p>0</p>
<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>Allocations to the 10 health facilities receiving PHC non-wage was displayed on the notice board at DHO's office</p>	<p>4</p>
<p>Procurement and contract management</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 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 LG Health Department made an input into the Procurement Plan 2018/2019 to PDU in time on 26th April 2018. The input had 5 infrastructure projects.</p>	<p>2</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>In 2017/2018, the LG implemented one health project. The procurement request for the construction of a staff house at Bukiminayi HC II in Kaato S/C was submitted to PDU in time on 18/8/2017.</p>	<p>2</p>
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The LG Health department has certified and initiated payment for supplies on time

Maximum 4 for this performance measure

- Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.

- The DHO certified and recommended suppliers for payment timely .A sample of contracts verified to determine terms of payment included:

(1)-Procurement Ref:Mana 566/Wrks/17-18/00003 by Lwasakasa Enterprises (u) ltd, for construction of staff house at Bukimanayi HCII, with a contract price of shs 50,348,624, date of completion and requisition for payment 15/12/2017, date of certification by CAO 20/12/2017,payment voucher no.PV-2/12/2017 dated 21/12/2017 of shs43,084,319 net of 6% wht. .

Delay period was 5 days i.e (15/12/2017 up-to 20/12/2017).

Payment was effected timely/within the recommended 2 months delay period.

(2)-Procurement Ref:Mana 566/Wrks/16-17/00052 by Nambale Enterprises , for renovation of Doctor's house at Bugobero HCIV, with a contract price of shs 13,337,082, date of completion and requisition for payment 6/9/2017, date of certification by CAO 14/9/2017,payment voucher no.PV-PHC 06/9/2017 dated 15/9/2017 of shs 5,290,293(less by advance of shs 7,500,000), certificate no 1 dated 22/6/2017 of shs 12,670,228, receipt no 221 dated 15/9/2017 of shs 5,290,293.

Delay period was 8 days i.e (6/9/2017 up-to 14/9/2017).

Payment was effected timely/within the recommended 2 months delay period.

<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>Hard copy reports submitted by the Health department to Planning unit for consolidation confirmed that though the annual performance report FY 2017/18 and all the quarterly reports had been submitted, the quarter III and IV/annual reports were submitted past the due date of 15th/07/2018 as follows:</p> <ul style="list-style-type: none"> Quarter I report: 20th/10/2017 Quarter II report: 18th/01/2018 Quarter III report: 15th/08/2018 Quarter 4/annual: 15th/08/2018 	<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 sector had no audit queries to respond to during the previous financial year 2017/2018.</p>	<p>4</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>From the sampled facilities, four (4) facilities (Bubulo HCIV- 33.3%, Bugobero HCIV- 44.4%, Bubulo Walanga HCII- 37.5% and Butiru HCII- 50%) met the gender composition requirement on the HUMC).</p> <p>One i.e. Butiru Chrisco HCIII did not meet the gender composition requirement with 22.2% females on HUMC.</p>	<p>0</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>Four of the five sampled facilities have sanitation facilities labelled for male and females. One did not have (Bubulo Walanga HCII).</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>The only health project implemented in 2017/2018 i.e. Construction of a staff house at Bukimanayi HC II, was screened on 9/8/2017.</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>The environment officer and CDO did not make any site visit to the project- i.e. Construction of a staff house at Bukimanayi HC II since no report was availed at the time of assessment.</p>	<p>0</p>
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> 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. 	<p>All the five (5) sampled facilities have segregation charts and colour coded waste bins for medical waste disposal.</p>	<p>4</p>

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>Manafa local government safe water coverage stands 65.5%.</p> <p>The district has seventeen sub counties.</p> <p>Sub counties below the district safe coverage budgeted in the FY 2018/19 included; bukusu, bunabwana, khabutoola, bbunyinza T/C, butiru and bukhofu.</p> <p>The overall development budget FY 2018/19 was UG. 319,094,141. for all water projects.</p> <p>In FY 2018/19 budget, manafa DWO allocated to five sub counties below district average, i.e. bukhofu, bunabwana, butiru, khabutoola, and bunyinza UGX. UGX. 306,526,141.</p> <p>This translates to 96% FY 2018/19 budget allocation to sub counties below district average.</p>	7
<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> <p>Maximum 15 points for this performance measure</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. <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>As par Q4 report, the following water and sanitation projects in sub counties below district average were implemented in the FY 2017/18;</p> <ul style="list-style-type: none"> • Bukusu S/C: Borehole rehabilitation. • Bunabwana S/C: Borehole rehabilitation. • Butiru S/C: GFS retention and borehole rehabilitation. • Bunyinza T/C: borehole rehabilitation. • Bukhofu S/C: piped water extension. 	15
Monitoring and Supervision			

<p>The district Water department carries out monthly monitoring of project investments in the sector</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p>	<p>Most of the water sources and sanitation facilities were monitored according to reports on file.</p>
<p>Maximum 15 points for this performance measure</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>Monitoring report for the month of June, DWO monitored borehole drilling and lirima GFS to sisumi, bukusu and Ikali.</p> <p>Inspection of piped water system in sub counties of bumbo and bukukho was done by DWO.</p> <p>Twenty five water sources were monitored in the month of march DWO staff.</p> <p>Monitoring and supervision of 4 stance composite latrines was done 12/2/2018, issue of O&M was discussed.</p> <p>Monitoring and supervision for borehole drilling and pump testing was done on 29/1/2018.</p> <p>Monitoring and supervision for borehole functionality was done in four sub counties of bugobero, bukusu, bunabwana and butiru on 29/11/2017.</p> <p>Old boreholes in seven sub counties were also monitored on 29/11/2018.</p> <p>Extension of piped water in butiro s/c, bugobero s/c, bumbo s/c and bukoho s/c was monitored by the DWO.</p> <p>In September, DWO monitored twenty three boreholes in seven sub counties of bukhou, wesswa, nalondo, sisun, khabutoola, butta, bukusu, sibanga and bunabwana.</p> <p>In the months of July, august and September district water department supervised and monitored sixty nine bore hole in fourteen sub counties.</p> <p>Out of 536 water sources in manafa LG, 325 were monitored which translates to 60.6%</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>MIS report FY 2017/2018 data update, district; rural access stands at 71%, and Manafa OBT data rural access stands at 65.5%.</p> <p>MIS update for total number of water sources was 547 and DWO records / PBS update is 536 water sources.</p>	0
<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>Consistency is only observed in six borehole drilling.</p> <p>DWO rehabilitated 25 boreholes against MIS 18, constructed 122 tap stands against 154 in TSU updates.</p>	0
Procurement and contract management			
<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>District water department submitted the procurement plan to PDU on the 19/4/ 2018.</p>	4

<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>DWO was appointed as per appointment letter, on file dated 13/7/2018.</p> <p>Contract management plan dated 15/8/2018.</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 water and sanitation facilities constructed as per design(s): score 2 	<p>There was compliance as evidenced in the BOQs file;</p> <p>BOQs for borehole drilling date 31/12/2017.</p> <p>BOQ for construction of a 4 stance composite Latrine dated 31/12/2017.</p> <p>BOQ for rehabilitation of pipeline from tsekululu to wassa s/c. 31/12/2017</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>Commissioning of siting, dilling, casting and installation of six boreholes in six sub counties, dated 22/3/2018.</p> <p>In the hand over report dated 25/7/2018, extension of piped water and household connections in sub counties of sisuni, bukusu and Ikoli sub counties.</p> <p>Two projects were handed over, DWO undertook three projects.</p> <p>One project for borehole rehabilitation was not on file.</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>.</p> <p>Three projects were undertaken in the FY 2017/18 i.e. 21 borehole rehabilitation, 6 borehole drilling and 120 tap stands on Lirima GFS extension.</p> <p>21 borehole rehabilitation completion report was not on file.</p> <p>Two completion reports were on file i.e;</p> <p>Completion report for drilling six boreholes dated 23/1/2018.</p> <p>Completion report on extension of lirima GFS from bukusu, Ikoli in buhofu sub county.</p>	<p>0</p>
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The district Water department has certified and initiated payment for works and supplies on time

Maximum 3 for this performance measure

- Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points

- The DWO certified and recommended suppliers for payment timely .

Sample contracts verified to determine terms of payment were as follows:

(1)-Procurement Ref:Mana 566/Wrks/17-18/00001 by ICON Projects ltd, for sitting, drilling, pump testing, casting and installation of 6 boreholes, with a contract price of shs 115,400,460, date of completion and requisition for payment 23/1/2018, date of certification by CAO 24/1/2018,payment voucher no.PV-2/2/2017 dated 13/1/2018 of shs109,228,877, receipt no 2790 dated 5/3/2018 of shs 109,226,877, invoice no ICON/2017 – 18/066 dated 28/12/2017 of shs 117,478,419 less 5% retention.

Delay period was 1 day i.e (23/1/2018 up-to 24/1/2018).

Payment was effected timely/within the recommended 2 months delay period.

(2)-Procurement Ref: Mana 566/Wrks/17-18/00002, by Yeewa Enterprises Ltd , for extension of piped water & household connections in Sisuni, Bukusu(Maefe) sub counties and Ikaali in Bukhofu, with a contract price of shs 197,000,000, date of completion and requisition for payment 18/6/2018, date of certification by CAO 20/6/2018,payment voucher no.PV- 7/6/2018 dated 25/6/2018 of shs 177,633,897(net of 6% wht amounting to shs 9,516,102), certificate no 1 dated 18/6/2018 of shs 187,150,000, receipt no 011 dated 3/7/2018 of shs 177,633,897.

Delay period was 2 days i.e (18/6/2018 up-to 20/6/2018).

Payment was effected timely/within the recommended 2 months delay period.

<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Plan- ning 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>Hard copy reports submitted by the Water department to Planning unit for consolidation confirmed that the annual performance report FY 2017/18 and all the quarterly reports had been submitted on time by the due date of 15th/07/2018 as follows:</p> <ul style="list-style-type: none"> Quarter I: 15/10/2017 Quarter II: 19th/01/2018 Quarter III: 14th/04/2018 Quarter IV: 9th/07/2018 	<p>5</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 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 <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 	<p>The LG water sector had no audit queries to respond to during the previous FY 2017/2018.</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			

<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 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. during the previous FY: score 3 	<p>Review of 4 sets of minutes of Works and Technical Services committee of 8th/11/2017, 20th/02/2018, 18th/04/2018 and 23rd/05/2018 indicated that though some service delivery issues had been considered, the committee had not discussed performance assessment results FY 2017/18 and LG PAC reports and submissions from the DWSCC. Some of the issues discussed were:</p> <ul style="list-style-type: none"> In meeting of 8th/11/2017 discussed quarter 1 FY 2017/18 report under Min. SCWTS 03/11/2017/18 – contract had been awarded for 6 boreholes, rehabilitation of 18 boreholes was still under procurement and discussed sector priorities for FY 2018/19 under Min SCWTS 04/11/2017/18 e.g. drilling and rehabilitation of boreholes and extension of Lirima GFS. In meeting of 18th/04/2018 discussed Water AWP FY 2018/19 planned activities included drilling (7) and rehabilitation (14) of boreholes, extension of Lirima GFS and construction of a 4-stance latrine under Min. SCWTS 05/04/2017/18. Enquired of criteria for allocation of RGCs to benefit from latrines with a view to consider Kabaale market to benefit but it was clarified that that public latrines are only constructed on public land and market was on private land. In meeting of 23rd/05/2018 discussed water sector budget estimates worth 318,932,000= for FY 2018/19 under Min. SCWTS 04/05/2017/18 considered whether it was necessary to distribute water in Butiru area yet it was also covered by the GFS – Water officer explained that the safe water coverage in that area was still low thus the need for distribution of water. 	<p>0</p>
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<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>The Works and Technical Services committee had presented water-related issues that required approval of Council in FY 2017/18. For example:</p> <ul style="list-style-type: none"> In Council meeting 20th/12/2017 Committee report quarter I (included Water sector) was presented under DLG Min. 273(ii)/12/2017/18 and again in meeting of 1st/03/2018 under DLG Min. 284/03/2017/18. <p>Committee discussions tended to focus on roads rather than giving all the sub-sectors equal attention.</p>	<p>3</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"> 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 AWP, Budget and water development grant releases and expenditures were displayed on the district notice board as per the PPDA act.</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>All the five facilities visited were clearly labeled, indicating projects name, date of construction, contractor and source of funding.</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"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>Information on tenders and contracts awards was not displayed on the district notice board for all the projects by water department</p>	<p>0</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>Sampled application letter on file for boreholes, from bunamunya village, Bukwaya parish, bukhofu S/C dated 13/8/2017.</p> <p>Application form from buwasike village, bubusansa parish, busuku S/C.</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>Of the five sampled facilities, one borehole had one active member (chairman), and a sanitation facility with one member (treasurer) active.</p> <p>All the other facilities committee members are not active.</p> <p>Facilities are seriously depreciating especially those not well fenced.</p>	<p>0</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>Environmental screening was done for:</p> <p>The six boreholes on 13/8/2017 and 12/8/2017.</p> <p>Two projects were screened; screening was evidenced on six borehole drilling project and Lirima GFS to sub counties of busuku, sisoni and Ikali.</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>The environment officer and CDO made site visits to the water projects on 15/11/2017 and 14/6/2018 and documented mitigation measures for 6 borehole drilling.</p> <p>However, there was no evidence of site visits on Lirima GFS project by the environment officer.</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>No information was availed to this effect.</p>	<p>0</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 composition of women to men ration was not met as even user committee members were not active.</p>	<p>0</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>Four stance drainable latrines visited in Bubutu, sub count had adequate access and separate stances for men and women.</p>	<p>3</p>