



## Local Government Performance Assessment

Jinja District

(Vote Code: 511)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	62%
Education Minimum Conditions	55%
Health Minimum Conditions	75%
Water & Environment Minimum Conditions	65%
Micro-scale Irrigation Minimum Conditions	70%
Crosscutting Performance Measures	55%
Educational Performance Measures	68%
Health Performance Measures	42%
Water & Environment Performance Measures	67%
Micro-scale Irrigation Performance Measures	12%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	Service Delivery Outcomes of DDEG investments  Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>• Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s):</li> <li>• If so: Score 4 or else 0</li> </ul>	From a sampled list of projects funded by DDEG funds the following projects were completed and in use by the intended beneficiaries <ul style="list-style-type: none"> <li>• Wakitaka HC III Maternity Ward construction was completed and was in Mafubira S/C, (Ref; page 68 of the AWP and page 149 of the ABPR). The Maternity ward was renovated as observed from extension of the laboratory.</li> <li>• Renovation of DHOs Office was completed, (Ref; page 68 of the AWP and page 153 of the ABPR). The renovation which included ceiling works, painting walls, vanish on doors, tables and chairs, fixed bookshelves were well fixed. The building was functional and in use by the Health Department.</li> </ul>	4
2	Service Delivery Performance  Maximum 6 points on this performance measure	a. If the average score in the overall LLG performance assessment increased from previous assessment : <ul style="list-style-type: none"> <li>o by more than 10%: Score 3</li> <li>o 5-10% increase: Score 2</li> <li>o Below 5 % Score 0</li> </ul>	Not applicable.	0

Service Delivery  
Performance

Maximum 6 points on  
this performance  
measure

b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.

• If 100% the projects were completed : Score 3

• If 80-99%: Score 2

• If below 80%: 0

There was evidence that the District had budgeted and spent on all eligible DDEG projects for the FY 2019/20 on eligible projects; Ref Q4 LG performance reports.

The LG DDEG budget performance was as follows;

- Purchase of 15 chairs for the District Council, the budget allocated was Ugx. 8,000,000 (Ref; page 17 of the Approved budget estimates which was spent 100%, Ref. page 153 Q4 APR).

- Capacity building, the budget allocated was Ugx. 17,884,000 (Ref; page 17 of the Approved budget estimates which was spent 100%, Ref. page 138 Q4 APR).

- Installation of water harvesting tank, the budget allocated was Ugx. 30,000,000 (Ref; page 22 of the Approved budget estimates which was spent 100%, Ref. page 146 Q4 APR)

- Monitoring, Supervision and Appraisal - General Works the budget allocated was Ugx. 4,000,000 (Ref; page 13 of the Approved budget estimates which was spent 100%, Ref. page 153 of APR).

- Construction of Wakitaka HC III Maternity Ward, the budget allocated was Ugx. 42,592,000 (Ref; page 28 of the Approved budget estimates which was spent 100%, Ref. page 149 of APR).

- Emptying of brick lined pit latrines of LumuliBubugo, the budget allocated was Ugx. 19,500,000 (Ref; page 36 of the Approved budget estimates which was spent 100%, Ref. page 125 of APR).

- Installation of biogas system at Wansimba P/S in Butagaya, the budget allocated was Ugx. 10,500,000 (Ref; page 36 of the Approved budget estimates which was spent 100%, Ref. page 144 of APR).

- Physical Planning of Namagera Town in Butagaya S/C, the budget allocated was Ugx. 20,000,000 (Ref; page 53 of the Approved budget estimates which was spent 100%, Ref. page 99 of APR).

- Renovation of DHOs Office, the budget allocated was Ugx. 4,000,000 (Ref; page 60 of the Approved budget estimates which was spent 100%, Ref. page 153 of APR).

- Purchase of a computer, the budget allocated was Ugx. 4,000,000 (Ref; page 57 of the Approved budget estimates which was spent 100%, Ref. page 152 of APR).

The LG had spent 100% of the budgeted DDEG funds according to Q4 performance reports hence was compliant.

3	Investment Performance  Maximum 4 points on this performance measure	a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:  Score 2 or else score 0.	There was evidence that infrastructure constructed using the DDEG was in place as per Quarter 4 Performance Report, for instance  • Wakitaka HC III Maternity Ward construction worth Ugx. 42,592,000 (Ref; page 28 of the Approved budget estimates which was spent 100%, Ref. page 149 APR) was in place.  • Renovation of DHOs Office was completed, worth Ugx. 4,000,000(Ref; page 60 of the budget and page 153 of the APR). The building was functional and in use by the Health Department.	2
3	Investment Performance  Maximum 4 points on this performance measure	b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,  score 2 or else score 0	According the sampled contracts, the following was established:  a) Renovation of Wakitaka HCIII (Mafumbira sub county)  Procurement Ref No: Jinj511/wrks/2019-2020/00258; with the Engineer's estimates UGX. 35,878,387 against the Contractor's price of UGX. 35,786,642, with a variation of UGX.91, 745 equivalent to 0.2%. Therefore, the variations in the contracts was way below +/-20%.  b) Partial Renovation of DHO office block  Procurement Ref No: Jinj511/wrks/2019-2020/00257; with the Engineer's estimates UGX. 40,118,711 against the Contractor's price of UGX. 39,667,151, with a variation of UGX. 451,560 equivalent to 1.1%. Therefore, the variations in the contracts was way below +/-20%.  c) Renovation of Bugembe HCIV OPD (Bugembe Town Council)  Procurement Ref No: Jinj511/wrks/2019-2020/00260; with the Engineer's estimates UGX.33,780,860 against the Contractor's price of UGX. 31,604,064, with a variation of UGX. 2,176,796 equivalent to 6.4%. Therefore, the variations in the contracts was way below +/-20%.  Based on the aforementioned, all contracts variations were within the allowable +/-20%.	2

### Performance Reporting and Performance Improvement

4	Accuracy of reported information  Maximum 4 points on this Performance Measure	a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,  score 2 or else score 0	There was no evidence to verify that information on the positions filled in the LLGs as per minimum staffing standards was accurate. This was because the LG did not provide the LLGs staff deployment lists to verify against on visiting the LLGs	0
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4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> <li>• If 100 % in place: Score 2, else score 0.</li> </ul> <p><b>Note: if there are no reports produced to review: Score 0</b></p>	<p>There was evidence that infrastructure constructed using the DDEG was in place as per Quarter 4 Performance Report, for instance ,</p> <ul style="list-style-type: none"> <li>• Wakitaka HC III Maternity Ward construction worth Ugx. 42,592,000 (Ref; page 28 of the Approved budget estimates and page 149 APR) was in place.</li> <li>• Renovation of DHOs Office was completed, worth Ugx. 4,000,000(Ref; page 60 of the budget and page 153 of the APR). The building was functional and in use by the Health Department.</li> </ul>	2
5	<p>Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p>	Not applicable.	0
5	<p>Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY , based on the previous assessment results.</p> <p>Score: 2 or else score 0</p>	Not applicable.	0
5	<p>Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:</p> <p>Score 2 or else score 0</p>	Not applicable.	0

## Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>The LG had consolidated and submitted the staffing requirements for the coming FY 2021/2022 to the MoPS. This was dated 19/11/2020 and stamped received at the MoPS and MoFPED on 23/11/2020. The recruitment plan covers a total of 56 positions.</p> <p>However, the submission of the staffing requirements was after the deadline of 30th September 2020.</p>	0
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>The LG did not provide evidence of conducting a tracking and analysis of staff attendance as guided by MoPS CSI.</p>	0

Performance management

Maximum 5 points on this Performance Measure

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

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

FY: Score 1 or else 0

The LG had 9 departments and appraised the HoDs as follows.

1. Mr. Kyagwa Ivan Joab the DCDO head of community-based Services was appraised by the CAO on 29/7/2020 with overall performance rating of 80%

2. Dr. Kasadha Tom Waimaga the DPO head of Production was appraised by the CAO on 13/7/2020 with overall performance rating of 88%

3. Mr. Mubiru Nathan the District Planner was appraised by the CAO on 29/7/2020 with overall performance rating of 83%

4. Mr. Mubiiwa Paul the CFO head of Finance was appraised by the CAO on 14/7/2020 with overall performance rating of 86%

5. Mr. Baliraine Paul Mugaju the Ag. DEO was appraised by the CAO on 28/7/2020 with overall performance rating of 81%

6. Mr. Buyinza Joseph the District Engineer head of Works was appraised by the CAO on 27/7/2020 with overall performance rating of 81%

7. Mr. Baruzalire Fredrick, the DNRO was appraised by the CAO on 28/7/2020 with overall performance rating of 80%

8. Dr. Peter Dyogo Nantamu the DHO was appraised by the CAO on 27/7/2020 with overall performance rating of 80%

9. Mr. Muganza Jame the DCO head of Trade was appraised by the CAO with overall performance rating of 85%

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>The LG had the rewards and sanctions committee file of minutes. It was established by the appointment of 5 members of the committee on 29/10/2018. The Members were;</p> <ol style="list-style-type: none"> <li>1. Baliraine Paul (Ag. DEO) – Member</li> <li>2. Mr. KakaireAlamanzani (Ag.PAS) – Chairperson</li> <li>3. Dr, NantamuDyogo (DHO) – Member</li> <li>4. Mr. Mubiiwa Paul (Ag.CFO) – member</li> <li>5. Ms. MWERE Robinah (PHRO) – Secretary.</li> </ol> <p>The committee had sat many time and in one of its meetings held on June 19/2020 under Min. JDRSC/02/2020: Presentation of Disciplinary Cases No. 1, the committee recommended that that Ms. Taagaba Sarah Ntasha – Health Assistant at Kabanda HCII be submitted to the DSC for abandonment of duty.</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>The LG had the Consultative committee established by the appointment of 5 members of the committee on 10/7/2019. the Members appointed to this committee were;</p> <ol style="list-style-type: none"> <li>1. Mr. Kyangwa Ivan the DCDO – Chairperson</li> <li>2. Mr. Kiyimba Willy (Inspector of Schools) – Member</li> <li>3. Ms. Nekesa Winnie (HRO) – Member</li> <li>4. Ms. Nakayenze Barbra (SAS) – Member</li> <li>5. Mr. Were Edward (SEO) – Member.</li> </ol> <p>The committee was functional and in one of its sittings held on 10/12/2019, under Min. JDSC. Min. 04/2019: Presentation and discussion of cases, the members resolved to do nothing about the case of Robert Waiswa because the matter was still in court.</p>	1
8	<p>Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:</p> <p>Score 1.</p>	<p>The LG recruited 42 new staff in the FY2019/2020. There was no information provided as evidence to verify if all staff recruited during the previous FY accessed the salary payroll not later than two months after appointment.</p>	0



<p>Pension Payroll management</p> <p>Maximum 1 point on this Performance Measure or else score 0</p>	<p>a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:</p> <p>Score 1.</p>	<p>The LG retired 40 staff in FY 2019/2020. Not all staff retired accessed pension pay roll not later two months after retirement.</p> <ol style="list-style-type: none"> <li>1. Mr. Abalirya David IPPS 148217 was retired on 18/6/2019 and accessed Pension on 30/10/2019</li> <li>2. Mr. MandwaSanon Edward IPPS 148326 was retired on 25/9/2019 and accessed Pension payroll on 26/2/2020</li> <li>3. Ms. Kusolo Loyce Manana IPPS 14681 was retired on 1/1/2020 and accessed Pension on 30/6/2020</li> <li>4. Ms. Busingye Peace IPPS 17636 was retired on 30/9/2018 and accessed Pension on 30/6/2019</li> <li>5. Ms. Nakabago Faith IPPS 148215 was retired on 28/11/2019 and accessed Pension payroll on 30/6/2020</li> </ol>
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### Management, Monitoring and Supervision of Services.

<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:</p> <p>Score 2 or else score 0</p>	<p>The approved DDEG budget for the District FY 2019/2020 was Ugx. 427,266,000, (Ref: page 4 of the Approved Budget Estimates).</p> <p>A total of Ugx. 384,920,919 was transferred to LLGs in three quarters as follows, (Multi-Sectoral Transfers to LLGs_Gou Ref: 20 of the performance contracts 2019/20)</p> <p>The LG had twelve sub counties and DDEG funds for all quarters 2019/20 were transferred as follows.</p> <p>In Q1 the LG transferred a total of Ugx. 127,306,670 DDEG funds to LLGs on 7th August 2019 as follows.</p> <p>Busede S/CVr. No. 2462989 Ugx. 11,117,918</p> <p>Budondo S/CVr. No. 24629975 Ugx. 13,981,787</p> <p>Butagaya S/CVr. No. 24629982 Ugx. 14,601,002</p> <p>Buwenge S/CVr. No. 24629986 Ugx. 13,169,068</p> <p>Buyengo S/CVr. No. 24629983 Ugx. 10,227,497</p> <p>Mafubira S/CVr. No. 24629984 Ugx. 18,825,629</p> <p>Bugembe T/CVr. No. 24629981 Ugx. 18,585,547</p> <p>Buwenge T/C Vr. No. 24629981 Ugx. 11,468,884</p> <p>Kakira T/CVr. No. 24629987 Ugx. 15,329,338</p> <p>Total Ugx. 127,306,670</p> <p>In Q2 the LG transferred a total of Ugx. 128,30,670 DDEG funds to LLGs on 30th October 2019 as follows.</p> <p>Buwenge S/C Vr. No. 26176367 Ugx. 13,169,068</p> <p>Bugembe T/C Vr. No. 26176390 Ugx. 18,585,547</p> <p>Busede S/C Vr. No. 26176406 Ugx. 11,117,918</p>
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BuwengeT/C Vr. No. 26176389 Ugx. 11,468,884  
 KakiraT/C Vr. No. 26176369 Ugx. 15,329,338  
 Budondo S/C Vr. No. 26176359 Ugx. 13,981,787  
 Butagaya S/C Vr. No. 26176360 Ugx. 14,601,002  
 Mafubira S/C Vr. No. 26176366 Ugx. 19,825,629  
 BuyengoS/C Vr. No. 26176361 Ugx. 10,227,497  
 Total Ugx. 128,306, 670

In Q3 the LG transferred a total of Ugx. 129,307,579 DDEG funds to LLGs on January 22nd 2020 as follows.

MafubiraS/C Vr. No.27476091 Ugx.20,826,538  
 BuwengeS/C Vr. No. 27476125Ugx.13,169,068  
 KakiraT/C Vr. No. 27476165Ugx.15,329,338  
 BudondoS/C Vr. No. 27476045 Ugx. 13,981,787  
 BusedeS/C Vr. No. 27476111 Ugx. 11,117,918  
 ButagayaS/C Vr. No. 27476110 Ugx.14,601,002  
 BuyengoS/C Vr. No.27476050 Ugx. 10,227,497  
 BuwengeT/C Vr. No. 27476380 Ugx. 11,468,884  
 BugembeT/C Vr. No. 27476101 Ugx. 18,585,547  
 Total Ugx. 129,307,579

The percentage of DDEG funds transferred to LGs was  
 $(384,920,919 / 427,266,000) \times 100 = 90.1\%$

The LG transferred 90.1 % of the DDEG funds to LLGs thus the LG was compliant.

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Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:

Score: 2 or else score 0

From the IFMIS report, GOU Approved Warrant Report Jinja District Ref: 01-Jul-2019 to 30-Jun-2020, dated 15-12-2020, the District had warranted DDEG funds for the FY 2019/2020 as follows;

- Q1 DDEG funds cash limits were received on 24th July 2019, warranted on 26th July 2019
- Q2 DDEG funds cash limits were received on 07th October 2019, warranted on 16th October 2019
- Q3 DDEG funds grant cash limits were received on 14th January 2020, warranted on 16th January 2020 .

From the above, not all DDEG funds were warranted with in 5 workings.

0

10	<p>Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>There was evidence which indicated that the LG CAO invoiced a breakdown on DDEG funds for all quarters as follows;</p> <ul style="list-style-type: none"> <li>• Q1 DDEG funds were invoiced on 7th August 2019</li> <li>• Q2 DDEG funds were invoiced on 30th October 2019</li> <li>• Q3 DDEG funds were invoiced on 22nd January 2020.</li> </ul> <p>However, there was no evidence that the LG communicated all DDEG transfers to LLGs.</p>	0
11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p>	<p>The LG made supervisory visits to assess the construction of DDEG projects during FY 2019/2020 as indicated below;</p> <p>A supervision report on the enhancement of the biogas system at Wansimba Primary School, which was a DDEG funded project dated 7th June 2020, prepared by the District Education Officer addressed to the Chief Administrative Officer was cited.</p> <p>A supervision report on emptying the pit latrines dated 20th December 2019 and prepared by the Head Teacher Buyala P/S was in place.</p> <p>A supervision report dated 20th December 2020 on emptying a five-stanza latrine by Jaluuko hard works and contractors was prepared by Namuyoga Godfrey.</p> <p>From the above information, there was no evidence on preparation of Q1 and Q3 reports, thus the LG was not compliant.</p>	0

11	<p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the supervision and monitoring visits reports were discussed by the TPC as indicated below;</p> <p>TPC meeting held on 10th March 2020, Ref: Min 10/3/2020 discussed 3rd quarter multisectoral monitoring report. The report was presented by the planner, page 5 of the minutes.</p> <p>TPC meeting held on 13th February 2020, Ref: Min 5/02/2020, discussed 3rd quarter multisectoral actions on biogas projects in school's education department revisit the designs and specification biogas project.</p> <p>DTPC meeting held on 6th December 2019, Ref: Min 5/12/2019 discussed quarter 2 multisectoral exercise on NGOs, page 3</p> <p>DTPC meeting held on 22nd October 2019, Ref: Min 5/10/2019 discussed quarter 4 report and followed up on agreed intervention areas, page 4</p>	2
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### Investment Management

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p><b>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</b></p>	<p>The LG did not maintain the three required categories of Assets registers prescribed on pages 167-170 of Local Governments Financial and Accounting Manual 2007.</p> <p>The LG instead maintained a consolidated Assets Register which did not conform to the prescribed Formats outlined in the Accounting Manual</p> <p>A model for fixed asset management had been introduced however, it had not been fully fledged.</p>	0
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p>	<p>There was evidence that the LG used the Board of survey for FY 2018/19 as per section 34 of the PFMA Act 2015 which was dated 14th August 2019 and submitted to the Accountant General on 16TH August 2020, page 2 to 4 of the report made recommendations on maintenance of assets. These items were disposed off on May 18, 2020 in the newspapers</p> <p>The LG had the Board of Survey of FY 2019/20 which was submitted to the Accountant General, MoFPED on 28th August 2020 in a letter dated 26th August 2020.</p> <p>The board of survey report FY 19/20, incorporated recommendations that were part of the previous board of survey. These recommendations included dispose off over stayed items, listed items that were recommitted for board off, some motorcycles that had been physically available for disposal page 98 to 100.</p>	1
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>The Chief Administrative Officer had on 1st June 2015, under reference number CR/1208/1, 14 appointed members of the Physical Planning Committee and one additional member was appointed on 15th June 2020</p> <p>The committee members were.</p> <ol style="list-style-type: none"> <li>1. Kakaire Alamanzani designated as Senior Assistant Chief Administrative Officer (Chairperson)</li> <li>2. Batwala Ephraim designated as Physical Planner (Secretary)</li> <li>3. Baluzalire Fred designated as District Natural Resources Officer (Member)</li> <li>4. Linda Alva designated as District Surveyor</li> <li>5. Baliraine Paul designated as District Education Officer (Member)</li> <li>6. Bagagaire Nathan designated as District Health Inspector Co-opted Member)</li> <li>7. Ibanda Musa designated as District Principal Agricultural Officer (Member)</li> <li>8. Maganda Moses designated as District Environment Officer (Member)</li> <li>9. Choli Guloba John designated as Town Clerk Buwenge Town Council (Member)</li> <li>10. Buyinza Joseph designated as District Roads Engineer (Member).</li> <li>11. Eremya David designated as District Water Engineer (Member)</li> <li>12. Kyangwa Ivan designated as District Community Development Officer (Member)</li> <li>13. Mageseso Moses designated as Town Clerk Kakira</li> </ol>	2

T/C

14. Magumba Noah designated as Town Clerk Bugemebe  
T/C

15. Kakuze Tabitha designated as Physical Planner in  
Private Practice, appointed 15th June 2020, Ref: CR/156/1

The Committee was fully constituted and functional as evidenced by the minutes of meetings held as presented below:

Quarter 1 meeting was held on 24th July 2019, discussed land applications, and building plans. Minutes of the physical planning committee proceedings were submitted to the Ministry of Lands Housing and Urban Development, Jinja MZO on 7th January 2020

Quarter 2 meeting was held on 3rd October 2019; discussed the takeoff of physical plan of Namagera TC. Minutes of the physical planning committee proceedings were submitted to the Ministry of Lands Housing and Urban Development, Jinja MZO on 19th April 2020.

Quarter 3 meeting was held on 3rd March 2020, considered building plans. Minutes of the physical planning committee proceedings were submitted to the Ministry of Lands Housing and Urban Development, Jinja MZO on 22nd April 2020.

Quarter 4 meeting was held on 26th June 2020, presented Namagera Physical Development Plan Minutes of the physical planning committee proceedings were submitted to the Ministry of Lands Housing and Urban Development, Jinja MZO on 17th September.

The LG had submitted 4 sets of minutes for the meetings held to MoLHUD.

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the LG Development Plan; (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>There was evidence of desk appraisal of investment DDEG funded projects by the District in FY 2019/2020</p> <p>The TPC meeting held on 7th February 2019; Min 04/02/2029 discussed sectoral annual workplans, profiles and draft budget estimates for FY 19/20.</p> <p>During this meeting, the DHO made a presentation on capital projects that were to be incorporated in the FY 19/20. The meeting agreed on projects that were to implement under DDEG and sector development grant including the renovation of Wakitaka HC III which was funded under DDEG.</p> <p>During the same meeting, the DEO presented its departmental workplan because of projects that were prioritized for funding in FY 2019/20 and indicated the source of funding.</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence provided that the LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of FY 2019/20.</p>	0
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>There was evidence that project profiles were developed and prepared for investments in the AWP and the formats were in line with the LG planning guidelines</p> <p>The District Technical Planning Committee meeting held on 15th May 2020, under Min. 04/04/2020 discussed the project profiles for 2020/21, page 3.</p> <p>From a sample of projects, the format of project profiles was as per that of NDPIII PIP indicated below;</p> <p>STRUCTURE OF THE NDPIII PIP</p> <p>PROJECT SUMMARY</p> <p>Project Title Set up 13 Tilapia fish breeding centers (5 centers in 2020/21 &amp; then 2 every year) at selected fish model farmers premises</p> <p>LGDP Programme Description Agro-Industrialization</p> <p>LGDP Programme Agro-Industrialization</p>	1

Vote Jinja

Vote Function Local Government

Vote Function Code 511

Implementing Agency Jinja DLG

Project Code

Location Jinja District, sub-counties, Butagaya, Busede, Buwenge and Buyengo

Estimated Project Cost 120,000,000

Current stage of project implementation at commencement of LGDP Set up 1 Tilapia fish breeding centers in Butagaya SC, Wansimba Parish and Wansimba Village

Funding Secured 120,000,000

Funding gap 0

Project Duration/Life span (Financial Years)

Start date: July 2020

End date: June 2025

Officer Responsible District Production Marketing Officer

## PROJECT INTRODUCTION

### Problem Statement

Inadequate quantity and poor quality fish fingerlings for cat fish and tilapia

### Situation Analysis

Past achievements to address the problem

Set up 2 tilapia fish breeding centres at Ugx 14,000,000 located in Nabiwawulo village Busede SC and Kitengesa village, Butagaya SC

Ongoing interventions Set up 1 Tilapia fish breeding centers in Butagaya SC, Wansimba Parish and Wansimba Village at a cost of Ugx 8,000,000



Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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

Score 2 or else score 0

There was evidence that the LG had screened for environmental and social risks/impacts and put mitigation measures in place where required before being approved for construction for example;

i. Screening for routine maintenance of 117.6km of roads in the District for example Lumuli to the riverbank (2km) screening forms filled and endorsed by the Environment Officer Maganda Moses on 17th July 2019 and the DCDO Kyangwa Ivan on 14th October 2020.

ESMPS for routine maintenance of Lumuli to the riverbank (2km). Some of the Project activities under planning phase were: Environment component affected, human being, land, Environment concerns: source for the murram. Mitigations: Identify good burrow pit areas near the road. Tree planting of forty (40) seedlings costed at UGX 40,000. ESMP was prepared by the Environment Officer Maganda Moses on 17th July 2019, the DCDO had not endorsed.

ii. Completion of Buwenge Health Center II maternity ward in Buwenge sub county. Screening forms filled and endorsed by the Environment Officer Maganda Moses on 17th July 2019 and the DCDO Kyangwa Ivan on 14th October 2020.

ESMPS for Completion of Buwenge Health Center II maternity ward in Buwenge sub county. Some of the Project activities under construction phase were: Plastering and finishing. Environment components affected: Vegetation, soil surface human beings. Environment concerns: Erosion causing siltation of surface water downstream. Destruction of vegetation, occupational hazard during construction. Mitigations: Replant vegetation on the construction area. Fence off the structure, beautification of the compound. BoQ item B. Site restoration, landscaping, planting of approved paspalum grass or other equal 3000mm around the entire facility and maintenance for at least 6 months to Engineer's approved costed at UGX 384,060. The ESMP was prepared by the Environment Officer Maganda Moses on 17th July 2019, but the DCDO had not endorsed.

iii. Construction of 2 classroom block with office, store and lightening arrestors at Bubugo primary school in Bubugo sub county. Screening forms filled and endorsed by the Environment Officer Maganda Moses on 17th July 2019 and the DCDO Kyangwa Ivan on 14th October 2020. ESMPS for Construction of 2 classroom block with office, store and lightening arrestors. Some of the Project activities were planning phase, Environment components affected, human beings, vegetation, and Environment concern: clearance of vegetation at sites. ESMP was prepared by the Environment Officer Maganda Moses on 17th July 2019, but the DCDO had not endorsed. Therefore, the LG scored zero.

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan  Score 1 or else score 0	The Infrastructure projects for the current FY implemented using the DDEG were incorporated in the LG approved procurement plan of 2020/2021 in the Jinja District Local Government Council Meeting held on 28th May, 2020. MIN 7/28/5/20. The approved procurement plan was received by PPDA (Home) on date 17th July 2020. MFPED received it on 17th July 2020.	1
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	There were evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction as verified from the Contracts committee minutes:  <ul style="list-style-type: none"> <li>• Minutes of 28th August 2020 Contracts Committee Meeting decision dated, MIN 00013/DCC/2020-21(5)</li> <li>• Minutes of 28th August 2020 Contracts Committee Meeting decision dated, MIN 00013/DCC/2020-21(1)</li> <li>• Minutes of 16th September 2020 Contracts Committee Meeting decision dated, MIN 00014/DCC/2020-2021(1)</li> </ul> <p>The other contract was still in process.</p>	1
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:  Score 1 or else 0	There was evidence of Project Implementation Teams nominated the Heads of department for CAO's approval for instance letter dated 18th August 2020 from the DEO- Mr. Baliraine Paul Mugaju.  Mr. Baliraine Paul Mugaju -DEO  Mr. Mubiru Nathan -DP  Mr. Buyinza Joseph Walton Isabirye- DE  Mr. Baruzalire Fredrick -DNRO  Mr. Kyangwa Joab Ivan -DCDO  Mr. Mwonga Robert- SAEO	1

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:</p> <p>Score 1 or else score 0</p>	<p>From the site visits, the following observations were made:</p> <p>a) Renovation of Wakitaka HCIII (Mafumbira sub county)</p> <p>Procurement Ref No: Jinj511/wrks/2019-2020/00258</p> <p>Extension was made with a laboratory, painting works, some partitions enlarged, two doors seen with Motice locks, gravel around the health facility and grass planted . The facility generally exhibited good works amidst the budget available. However, completion report missing</p> <p>b) Partial Renovation of DHO office block</p> <p>Procurement Ref No: Jinj511/wrks/2019-2020/00257</p> <p>The works included Ceiling works, painting walls (Vinyl Silk paint), vanish on doors, tables and chairs, fixed book shelves (made from Tiber of Muvulespecies in board room and records room. There were well joined, sanded and vanished. They measured 4100mm long x 300mm. and spaced at 450mm.</p> <p>There were minor cracks on the ceiling of the board room. However, completion report missing</p> <p>c) Renovation of Bugembe HCIV OPD (Bugembe Town Council)</p> <p>Procurement Ref No: Jinj511/wrks/2019-2020/00260</p> <p>Renovation works included painting works, removal of warped doors and replace them with new ones and construction of waiting shade. The supporting galvanized steel pipes were 75mmdiameter x 2mmm thick round hollow section of 3500mm. The iron sheets were G.28 pre-painted roofing sheets with roofing nails rubber washers</p> <p>All these were confirmed and in line with the BOT developed by the Department of works. Repairs on windows and door shutters with Motice locks were fixed.</p> <p>The shade was not occupied at the time of field visit, rather patients were seated in a makeshift tent because they had to decongest and also need to project the health workers as per the MoH SOPs.</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0</p>	<p>From the sampled infrastructure projects, not all the projects (2/3) showed evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in the previous FY. Secondly, two out of three sampled projects had signed S&amp;E compliance certificates signed. using the following parameters the details follow:</p> <p>Physical Development Plan Kyani Trading Center (Bumanaya Sub-county)</p> <ul style="list-style-type: none"> <li>• Procurement Ref No: KALI561/SRVCS/2019-2020/00016</li> </ul>	0

- Contractor: Spatial Data Ltd
- AWP No: S.No 14. Page 2
- Certification files: Nil
- Completion certificates : 11th June 2020
- LPO dated: 11th June 2020
- Voucher Payment No: Nil
- Dated: Nil
- Signed S&E compliance: 4th June 2020
- Supervision Progress Report on the sensitization of physical planning of Kyani Trading center dated 1st November 2019.
- Report on Monitoring and supervision of the preparation of Kyani Physical development plan date 28th May 2020.

Energy-saving stoves in three schools of Bwayuya (Town Council), Gadumire (Gadumire Sub-county)

- Procurement Ref No: KALI561/SRVCS/2019-2020/00053
- Contractor: Mercy Uganda Ltd
- AWP No: 15 page 2
- Certification files: Nil
- Completion certificates: 28th August 2020
- LPO dated NIL
- Voucher Payment No: NIL
- Dated: Nil
- Signed S&E compliance: 29th May 2020
- Supervision Progress Report for the construction of energy saving stoves in schools of Bukumankola and Buyonjo dated 28th May 2020, and 27th May 2020

Completion of Nasonsolo Sub county offices.

- Procurement Ref No: ,File Not available
- Contractor: Spatial Data Ltd
- AWP No: Nil page Nil
- Certification files: Nil
- Completion certificates : Nil
- LPO dated Nil
- Voucher Payment No:
- Dated:
- Signed S&E compliance:

- Supervision progress Report on the sensitization of physical planning of Kyani Trading centre dated 1st November 2019. NRO, SAS Bumanaya S/C, etc. were among the people present.

- Report on Monitoring and Supervision of the preparation of Kyani Physical development plan date 28th May 2020. Members not captured.

- Supervision progress Report for the construction of energy saving stoves in schools of Bukumankola and Buyonjo dated 28th May 2020 by the district engineers, and 27th May 2020 by the Senior Environmental officer. However, no members were indicated on the report.

13

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

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

Score 1 or else score 0

The LG did not have verified works (certified) and initiated payments of contractors within specified timeframes as per contract for instance all the three sampled projects neither indicated known completion certificates, when requisition was initiated by the contractor, signed S&E compliance certificates nor evidence that payments were received. Details are further provided below:

a) Rehabilitation of Water points unknown (Framework contract, quotation is dependent on availability of funds)

- Procurement Ref No: KALI561/SUPLS/2019-2020/00023.

- Contractor: Kaliro Hand Pump Mechanics Association

- AWP No: S. No. 6 Page 1

- Certification files: N/A

- Completion certificates : Nil

- LPO dated Nil

- Voucher Payment No: Nil

- Dated: Nil

- Signed S&E compliance: Nil

b) Construction of Institutional Energy saving Stove at Buyonjo and Bukumankola Primary schools

Procurement Ref No: KALI561/WRKS/2019-2020/00053.

- Contractor: Mercy Uganda Ltd

- AWP No: S. No. 15 Page 2

- Certification files: Nil

- Completion certificates: Nil

- LPO dated Nil

- Voucher Payment No: Nil

- Dated: Nil

- Signed S&E compliance: Nil

0

c) Connection of electricity to Natural Resource department at the Headquarters. S. No. 15 Page 2

- Procurement Ref No: Not reported
- Contractor: User just requests and report back PDU
- AWP No: S. No. 15 Page 2
- Certification files: Nil
- Completion certificates :Nil
- LPO dated Nil
- Voucher Payment No: Nil
- Dated: Nil
- Signed S&E compliance: Nil

13

1

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

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

Score 1 or else 0

The LG had a significant complete Procurement plan for FY 2020/2021 on file. Procurement files available: For instance:

Construction of a five stance Brick lined empty-able latrine at Wansimba Primary School (Namagere TC).

- Procurement Ref No: JINJ511/WRKS/2020-21/00015
- Advert: Selective Bidding
- Requisition forms PPF1: dated 11th August 2020
- The Evaluation report dated not signed.
- Minutes of 28th August 2020 Contracts Committee Meeting decision dated, MIN 00013/DCC/2020-21(5)
- BEB Notice: Missing
- Letter of Bid Acceptance: 9thSeptember 2020
- Bidder's acceptance: 14th September 2020
- The Contractor was Tubutute Investment Ltd.
- Contract agreement: 15th September 2020

Construction of a five stance Bricklinedemptable latrine at Nyenga Primary School (Busende Sub-county)

- Procurement Ref No: JINJ511/WRKS/2020-21/00016
- Advert: Selective Bidding
- Requisition forms PPF1: dated 11th August 2020
- The Evaluation report dated Missing
- Minutes of 28th August 2020 Contracts Committee Meeting decision dated, MIN 00013/DCC/2020-21(1)
- BEB Notice: Missing
- Letter of Bid Acceptance: 9thSeptember 2020

- Bidder's acceptance: 10th September 2020
- The Contractor was Pusinde Technologies Uganda Ltd.
- Contract agreement: 15th September 2020
- Completion of existing Buildings at Buwenge General Hospital (Buwenge sub county)
- Procurement Ref No: JINJ511/WRKS/2020-21/00356
- Advert: Open Bidding
- Requisition forms PPF1: dated Missing
- The Evaluation report dated 15th September 2020
- Minutes of 16th September 2020 Contracts Committee Meeting decision dated, MIN 00014/DCC/2020-2021(1)
- BEB Notice:16th September 2020
- Letter of Bid Acceptance: 2ndOctober 2020
- Bidder's acceptance: missing
- The Contractor was Semwo Construction company Ltd.
- Contract agreement: 16th November 2020.

## Environment and Social Safeguards

14

Grievance redress mechanism operational.

Maximum 5 points on this performance measure

a. Evidence that the District/Municipality has  
i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.

Score: 2 or else score 0

The LG had evidence of a designated person to coordinate grievance / complaints for the FY 2019-2020, Mr. Kyangwa Ivan who was appointed under a letter of appointment dated 10th July 2019, Ref: CR/214/19 with tasks laid out as: To receive and record complaints from aggrieved staff and the public, to investigate and dispose of complaints/grievances, to refer matters that were not satisfactorily resolved to the responsible officer for further management . There was evidence of consultative meeting with the GRC dated 18th July 2019, under minute JDCC 03/2020 where the chairperson Kyangwa Ivan communicated on the guidelines for the GRC for example; that they should investigate and dispose of complaints, they should advise staff whose complaints have not been resolved satisfactorily on the appeal mechanism.

The GRC was made up of: Kyangwa Ivan the chairperson, Nekesa Winnie Secretary, Were Edward, a member, Kiyimba Wily, a member, Nakayenze Barbara a member.

2

14	Grievance redress mechanism operational.  Maximum 5 points on this performance measure	b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.  If so: Score 2 or else 0	The LG had specified a system for Recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action, through a grievance register at the complaints desk at the District Head Quarters which had an officer to receive the complaints.  There was evidence of a public announcement (No date) on the Notice boards about the GRC encouraging the public to report complaints to the desk officer at the District.	2
14	Grievance redress mechanism operational.  Maximum 5 points on this performance measure	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.  If so: Score 1 or else 0	There was evidence of a public announcement (No date) on the Notice boards about the Grievance redress committee. The announcement encouraged the public to report complaints to the desk officer at the District's complaints desk where an officer was assigned to receive them.	1
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0	The DDP incorporated interventions for Environment, Social and Climate Change on page 109. However, for other projects other than those that were under Natural Resources, the environment interventions were incorporated within the project costs.	0
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management  score 1 or else 0	There was evidence that DDEG guidelines were disseminated to LLGs as observed from an email dated 27th February 2020, which was addressed to all HoDs and LLGs representatives' subject reference dissemination of DDEG guidelines by the District Planner.	1



15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costing Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:</p> <p>score 3 or else score 0</p>	<p>There was no evidence Evidence that the LG incorporated costing Environment and Social Management Plans (ESMPs) into designs. BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY for example Routine maintenance of roads (30.2km) Bugembe to Wanyanga, was one of the investments financed from the DDEG. However the ESMPS and BoQS were not costing there the LG scored zero on this indicator.</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>d. Examples of projects with costing of the additional impact from climate change.</p> <p>Score 3 or else score 0</p>	<p>There was evidence of projects with costing of the additional impact from climate change for example tree planting of eighty six (86) trees at Namasiga to Hakaibolu road costing at Ugx 86,000 .</p>	3
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>e. Evidence that all projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 1 or else score 0</p>	<p>There was no evidence that all projects were implemented on land where the LG had proof of ownership, access and availability. For example Bufuula primary school which had a construction of 4 in 1 staff house and 4 stance lined latrine was a Church of Uganda founded school but had on agreements with the LG at the time of assessment.</p> <p>Kizinga and Ndiwansi primary schools which were catholic founded had on agreements with the LG at the time of assessment. Therefore the LG scored zero.</p>	0

15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:</p> <p>Score 1 or else score 0</p>	<p>There was evidence of Monitoring reports for Education capital development projects for Environment and social safeguards dated 11th December 2019 carried out by the DCDO, Environment Officer, CAO, DEO. For;</p> <p>i. Construction of 4 in 1 teacher's house and 4 stance VIP latrine at Bufuula primary school in Bufuula sub county. Findings: No waste bins on site, workers lack adequate personal protective equipment. No adequate safety signs. Recommendations: The contractor was to advised to put waste bins on site, he was also advised to provide the workers with adequate PPE. He was also advised to add more signs on site.</p> <p>ii. Construction of 4 stance VIP latrines and staff house at St. John Kizinga primary school in Kizinga village Budondo sub county. Findings: No adequate safety signs, workser lack PPE. Recommendations: The contractor was to advised to adhere to safety guidelines and also provide PPEto the workers. The reports were prepared and endorsed by the Environment Officer Gidudu Patrick and the Senior Environment officer Maganda Moses on 11th December 2019. The LG scored zero because the DCDO had not endorsed on the reports.</p>	0
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>g. Evidence that E&amp;S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects:</p> <p>Score 1 or else score 0</p>	<p>There was evidence of an Environment and Social compliance Certification form completed and signed by Environmental Officer Maganda Moses prior to payments of contractors' for example;</p> <p>i. Environment and Social compliance Certification form for construction of a 4 in 1 teacher's house with rain water and fixing lightening arrestors by M/s Balyedikens Investments limited. The certificate was prepared by the Environment Officer Maganda Moses on 23rd July 2020. However the DCDO had not endorsed on the forms.</p> <p>Payment certificate No. 1 Ref: JINJ 511/works/2019-2020/00038 dated 23rd January 2020 for construction of 4 in 1 teacher's house and fixing lightening. Retention was paid on 20th June 2020 under voucher number No. 29999390 total amount: UGX 5,445,724.</p> <p>There was no evidence of Environment and Social compliance Certification forms for construction of VIP latrines at Kizinga primary school and Ndiwansi primary therefore the LG scored zero.</p>	0

**Financial management**

16	<p>LG makes monthly Bank reconciliations</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:</p> <p>Score 2 or else score 0</p>	<p>There was evidence that the LG made monthly bank reconciliations and were up to-date at the point of time of the assessment</p> <p>Jinja District had reconciled all its bank accounts up to October 2020. For instance,</p> <ul style="list-style-type: none"> <li>• The TSA A/C No. 005110528000000 at Bank of Uganda was reconciled up to October 2020.</li> <li>• Youth Livelihood Program Recovery A/C No. 01463554035721 at DFCU Bank Jinja Branch was reconciled up to October 2020.</li> <li>• The UWEP Recovery 01463554597878 at DFCU Bank Jinja Branch. was reconciled up to October 2020</li> <li>• General Fund A/C No. 01450214860000 at DFCU Bank Jinja Branch was reconciled up to October 2020.</li> </ul> <p>The LG was compliant as it had reconciled all its bank accounts up October 2020.</p>	2
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>The LG produced quarterly reports as follows :</p> <p>Quarter 1 was produced on 23/10/2019</p> <p>Quarter 2 was produced on 20/01/2020</p> <p>Quarter 3 was produced on 16/04/2020</p> <p>Quarter 4 was produced on 21/07/2020</p> <p>All Internal Audit Quarterly Reports were produced.</p>	2

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p>	<p>The Internal Audit reports for four quarters were submitted and acknowledged by the LG Council/Chairperson and the LG PAC on the following dates ;</p> <ul style="list-style-type: none"> <li>o Quarter 1 was submitted on 23/10/2019 and was acknowledged by the by the Speaker Council, LGPAC and CAO on 23 October 2019.</li> <li>o Quarter 2 was submitted on 20/01/2020, and was acknowledged by the Speaker Council, LGPAC and CAO on 20 January 2020.</li> <li>o Quarter 3 was submitted on 16/04/2020, and was acknowledged by the Speaker Council, LGPAC and CAO on 16 April 2020.</li> <li>o Quarter 4 on 21/07/2020, and was acknowledged by the Speaker Council, LGPAC and CAO on 21July 2020.</li> </ul> <p>All submission were addressed to the Speaker Council and copied to the RDC, Chairperson LCV Jinja, the Internal Auditor General, the Assistant Commissioner, Inspector/MoLG, the CAO, Jinja, the Chairperson PAC, the Secretary Regional Audit Committee, the CFO, the Principal Auditor.</p>	1
<p>Maximum 4 points on this performance measure</p>	<p>Score 1 or else score 0</p>	<p>The Internal Audit reports for four quarters were submitted and acknowledged by the LG Accounting Officer and the LG PAC on the following dates;</p> <ul style="list-style-type: none"> <li>• Quarter 1 was received by the CAO and LP PAC on 23/10/2019</li> <li>• Quarter 2 was received by the CAO and LP PAC on 20/01/2020</li> <li>• Quarter 3 was received by the CAO and LP PAC on 16/04/2020</li> <li>• Quarter 4 was received by the CAO and LP PAC on 21/07/2020</li> </ul> <p>The Internal Audit reports were discussed and reviewed as observed from the minutes of the PAC sittings highlighted below.</p> <ul style="list-style-type: none"> <li>• PAC meeting held on 24th January 2020, Min /PAC/54/2020 focused on review of Jinja LG Q1 report, five issues related to undeveloped land, failure to review bank reconciliation statement, accumulated debts, unspent balances were discussed, and recommendations made on page 3.</li> <li>• PAC meeting held on 28th February 2020, Min /PAC/57/2020 focused on review of Jinja LG Q2 report, issues related to incomplete vouchers, lack of adherence to control procedures, incomplete contract management files, lack of insurance cover by contractor, non-remittance of revenue were discussed, and recommendations made on page 2.</li> </ul>	1	
17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p>	<p>Score 1 or else score 0</p>	

- PAC meeting held on 15th April 2020, Min /PAC/63/2020 reviewed Jinja LG Q3 report, issues related to poor academic performance, lack of school asset register, encroachment on government land, lack of staff quarters, lack of office space, impassable road, under collection of revenue were discussed and recommendations were made on page 2.

- PAC meeting held on 8th June 2020, Min /PAC/73/2020 focused on the review of Jinja LG Q4 report, issues related to construction of VIP latrine, vote book holder, uninstalled signposts at HC III, unengraved HC assets, lack of staff uniform health workers, lack of receive notes, lack of fence at HC III were discussed and recommendations observed on page 3.

As a follow up on the above minutes the PAC reports were prepared as highlighted below,

PAC report Ref: COU/103/1 dated 24th January 2020, was on the review of IA FY 2019/2020. Five issues were discussed which included a follow up by the CAO, bank reconciliations, accounting debts, signposts at the roads.

PAC report dated 24th January 2020 was on review of IA report for the second quarter submitted to the Speaker by the Chairperson LG PAC. Five issues, looked at for example school assets, encroachment on HC III, inadequate toilet facilities, inadequate offshoots, incomplete production Departmental laboratory building.

PAC report dated 28th April 2020 review of Q3. In summary it highlighted issues related to hospital, staff houses, inadequate resources, lack of office space.

PAC report dated 21st July 2020, report for Quarter 4 with focus on outstanding debt, non-remittance to the benefit scheme account, uncompleted contract management, accounting systems,

All Internal Audit Reports were reviewed.

## Local Revenues

18

LG has collected local revenues as per budget (collection ratio)

Maximum 2 points on this performance measure

a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.

From the Audited Final Accounts financial statements 2019/20, page 10 of the Statement of Revenues collected, the Original Budget for Local revenue was projected at Ugx 1,104,333,835 and the Actual local revenue collection realized was Ugx 980,897,154 Ref: page 10 of the statement of performance of revenues FY 2019/20. This translated into a revenue collection ratio of 88.9% which was 11% short of target and outside the range of - 10% range.

0

The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)

Maximum 2 points on this Performance Measure.

a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY

- If more than 10 %: score 2.
- If the increase is from 5% -10 %: score 1.
- If the increase is less than 5 %: score 0.

Total OSR for FY2018/2019 was Ugx. 1,329,392,226 as shown on page 27 statement of revenues collected FY2018/2019.

Total of OSR for FY 2019/2020 980,897,154 Ref: page 10 of the statement of performance of revenues.

Thus Ugx. 980,897,154 (FY 2019/2020) minus Ugx 1,329,392,226 (FY 2018/2019)

There was decrease of Ugx 348,495,072

$(348,495,072 / 1,329,392,226) \times 100 = 26.2\%$

This was a decrease in revenue, which was outside the required increase of 5-10%.

Local revenue administration, allocation, and transparency

Maximum 2 points on this performance measure.

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

- Sec 85 of LGA (2) "In rural areas, revenue shall be collected by the sub county councils, and a sub county council shall retain 65 percent, or any other higher percentage as the district council may approve, of the revenue collected by it and pass the remaining percentage over to the district"

- (4) "A district council may, with the concurrence of a divisions, collect revenue on behalf of the divisions council but shall remit 65 percent of the revenue so collected to the relevant sub county."

- In this regard to (4) above the DLG collected Local Service tax from District staff Payrolls and Private companies in the District which amounted to Ugx 165,088,815 (Ref: page 27 of Financial statements 2019/20.

- The LG remitted a total of Ugx. 116,465, 500- to LLGs based on residents in each LLGs as observed from EFT transfer vouchers dated 20th December 2019 as indicated below.

Busede Sub County Vr. No.26342350 Ugx. 7,728,500

Butagaya Sub County Vr. No.26342361 Ugx. 8,573,500

Buwenge Sub-County Vr. No.26342365 Ugx. 11,355,500

Budondo Sub County Vr. No.26342360 Ugx. 8,495,500

Mafubira Sub-County Vr. No.26342364 Ugx. 14,820,000

Buyengo Subcounty Vr. No.26342362 Ugx. 5,076,500

Buwenge Town Council Vr. No.26342341 Ugx. 12,320,000

Kakira Town Council Vr. No.25814522 Ugx. 16,460,000

Mpumudde/Kimaka Vr.No.25814529 Ugx. 22,156,000

Total of mandatory local revenue to LLG was Ugx. 116,465,500

### Transparency and Accountability

LG shares information with citizens

Maximum 6 points on this Performance Measure

a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0

The procurement plan and awarded contracts and amounts were publicized on the noticeboard by Gulaale Fred the Senior Procurement Officer.

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>There was evidence indicating that the LG publicized information to citizens on LGPA results and implication of the report. The results were disseminated by the Senior Planner during a DTTC meeting held on 19th July 2019 under Min 06/07/2019. In attendance were the HoDs, subcounty representatives including SAS from Mufubira S/C, Ayazira Peter, T/C Buwenge, Choli Guloba.</p>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p>	<p>There was no evidence that the LG conducted discussions with the public to provide feedback on status of activity implementation.</p>	0
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>By the time of the assessment, there was no evidence on display of information related to tax rates, collection procedures and procedures for appeal to the public.</p>	0
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>a. LG has prepared an IGG report which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0</p>	<p>There was no evidence provided on preparation of the IGG report.</p> <p>The LG had not encountered alleged fraud and corruption cases that needed the intervention of the IGG.</p>	1



No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Learning Outcomes:            The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 4</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>There was evidence that the LG PLE pass rate had not improved between the previous school year but one and the previous year. For example, in 2018 the total number of candidates for PLE was 9,146.</p> <p>The total number of those who passed between Grade 1 and III was 6,895 which gave a % of <math>6,895/9146 \times 100 = 75.3\%</math></p> <p>In 2019 the candidates who sat for PLE were 9,711 and those who passed between Grade I and grade III were 7,147. Therefore, the % increase was <math>7,147/9,711 \times 100 = 73.5\%</math></p> <p>Therefore, Increase was <math>73.5\% - 75.3\% =</math> negative 1.8%</p> <p>The increase was negative. .</p>	0
1	<p>Learning Outcomes:            The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 3</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>The UCE pass rate had improved by 9.2% between the previous school's year but one and the previous year, for example:</p> <p>In 2018, the number of candidates who sat for UCE was 5163.</p> <p>Those who passed between division 1 and 3 were:</p> <p>Division 1:1032, Division 2:1032 and Division 3: 1301.Total who passed were 3,365.</p> <p>Therefore, the pass rate was <math>3,365/5163 \times 100 = 65.1\%</math>.</p> <p>In 2019, the number of candidates was:6713.</p> <p>The total number who passed in Division I were 658, Division 2 were 1138 and Division III were 3195.Total who passed were 4991.</p> <p>Therefore, the pass rate was <math>4991/6713 \times 100 = 74.3\%</math></p> <p>Therefore, the performance improvement was <math>74.3\% - 65.1\% = 9.2\%</math></p>	3

2	<p>Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 2</li> <li>• Between 1 and 5% score 1</li> <li>• No improvement score 0</li> </ul>	<p>This areas was not assessed.</p>	<p>0</p>
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0</p>	<p>There was evidence that the education development grant had been used on eligible activities as defined in the sector guidelines. For example, the SGF grant was used for construction of 4 stance latrines at Ndiwansi P/S at a cost of UGX 18,433,662 and at St John Kizinga P/S at a cost of UGX 10m in 2019/2020.</p>	<p>2</p>
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0</p>	<p>There was evidence on certification of works before payments to suppliers on Education construction projects implemented in FY 19/20. For example, the DEO certified works at Ndiwansi on 4/6/2020 and payment of UGX 17,827,647 was made on 11/6/2020. The DEO also certified works at Kyomya P/S on 11/2/2020 where 5-stance latrines were constructed, and payment of UGX 25,405,850 was made on 4/3/2020. The DEO certified works of construction of 4 stance VIP latrines at Bubugo P/S on 26/5/2020 for UGX 19,000,000 and payment was made on 2/6/2020.</p> <p>From the above information, the certification of works was done by the DEO before payments, however, there was no evidence that the Environment and CDO certified works before payments were made to suppliers thus the LG scored zero.</p>	<p>0</p>

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

Maximum 8 points on  
this performance  
measure

c) If the variations in the contract  
price are within +/-20% of the  
MoWT estimates score 2 or else  
score 0

According the sampled contracts, the following  
was established:

a) Construction of a 4 in 1 Teachers house with a  
four stance VIP latrine at Bufula primary school  
(Budondo Sub-county) Procurement Ref. No.  
Jinj511/WRKS/2019-20/00038. Min  
000029DCC/2019-2020(3); with MoWT's  
estimates (Reserve Price) were UGX.  
116,171,028, while contractors' estimates were  
UGX. 115, 866456 with a variation of UGX.  
304,572 equivalent to 0.2%. Therefore, the  
variations in the contracts was way below +/-  
20%.

b) Construction of a two classroom block with  
Lightening arrestor at Nabirama primary school  
(Busede sub county) Procurement Ref. No.  
Jinj511/WRKS/2019-20/00037; with MoWT's  
estimates (Reserve Price) were UGX.  
97,379,976.32 while contractors' estimates were  
UGX. 97,379,976 with a variation of UGX. 0  
equivalent to 0%. Therefore, the variations in the  
contract was way below +/-20

c) Construction of a four-classroom block at  
Nakanyonyi Primary school (Bugembe Town  
council). Procurement Ref. No.  
Jinj511/WRKS/2019-20/00039. Min  
00026/DCC/2019-2020; with MoWT's estimates  
(Reserve Price) were UGX. 194,759,952.62,  
while contractors' estimates were UGX.  
194,759,952 with a variation of UGX. 0  
equivalent to 0%. Therefore, the variations in the  
contracts was way below +/-20%.

Based on the aforementioned, all contract  
variations were within the allowable +/-20%.

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

Maximum 8 points on  
this performance  
measure

d) Evidence that education  
projects were completed as per  
the work plan in the previous FY

- If 100% score 2
- Between 80 – 99% score 1
- Below 80% score 0

From the sampled projects, there was evidence  
that Education projects, for the previous FY were  
completed.

Construction of a 4 in 1 Teachers house with a  
four stance VIP latrine at Bufula primary school  
(Budondo Sub-county) Procurement Ref. No.  
Jinj511/WRKS/2019-20/00038.

Commencement: 20th October 2019 expected to  
30th June 2020 but, 20th June 2020,

Certificate No. 1. Dated 17th December 2019 for  
payment Issued on date: 17th December 2019.

Voucher No. 2999390, dated 17th June 2020.

Certificate of Practical completion 8th June 2020

Construction of a two classroom block with  
Lightening arrestor at Nabilama primary school  
(Busede sub county) Procurement Ref. No.  
Jinj511/WRKS/2019-20/00037.

Commencement: 20th October 2019 expected to  
30th June 2020 but, 20th June 2020,

Certificate No. 1. for payment Issued on date:  
12th February 2020

Voucher No. 27865811 dated 12th February  
2020.

Certificate of Practical completion dated 27th  
May 2020.

Construction of a four classroom block at  
Nakanyonyi Primary school (Bugembe Town  
council).

Procurement Ref. No. Jinj511/WRKS/2019-  
20/00039.

Commencement: 19th December 2019 expected  
to 30th May 2020 but, missing the actual end of  
project ended

Interim Certificate No. 2. Dated 26th May 2020  
for payment Issued on date: 15th June 2020.

Voucher No. 299102521.

Certificate of Practical completion dated: Missing

All were complete and paid.

4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> <li>• If 100%: score 3</li> <li>• If 80 - 99%: score 2</li> <li>• If 70 – 79% score: 1</li> <li>• Below 70% score 0</li> </ul>	<p>There was evidence that the LG had budgeted for a head teacher and a minimum of 7 teachers per school for the current FY 2020/2021.</p> <p>For example, the approved current year budget was UGX 9,587,569,000 to pay 1,414 teachers.</p>	3
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4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> <li>• If above 70% score: 3</li> <li>• If between 60 - 69%, score: 2</li> <li>• If between 50 - 59%, score: 1</li> <li>• Below 50 score: 0</li> </ul>	<p>All the 87 Primary Schools in the LG met the basic requirements and minimum standards. Therefore <math>87/87 \times 100 = 100\%</math></p> <p>The percent was above 70%. For example, the 3 sampled schools, Nakanyonyi P/S, Kakira St Thereza and Lwanda P/S had the following: a) National Flag and Flag pole b) A Mission statement c) A Motto d) A Vision e) An Annual Work Plan. f) An Institution Management Structure (displayed) g) Management information and records.</p>	3
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**Performance Reporting and Performance Improvement**

5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	<p>There was evidence that the LG had not accurately reported on teachers and where they were deployed. For example, in St. Thereza Kakira P/S Nseko Richard had retired but his name was still reflected on the school list.</p>	0
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5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	<p>There was evidence that LG had a school asset register accurately reporting on the infrastructure in all registered primary schools dated 22/6/2020 . However, there were no school assets registers at the 3 sampled schools, namely, Nakanyonyi P/S, Lwanda P/s and Kakira St. Thereza P/S at the time of the assessment.</p>	0
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6	School compliance and performance improvement:	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p>	<p>The LG had ensured that all 87 registered primary schools had complied with MoES annual budgeting and reporting guidelines and they had submitted reports signed by the head teacher.</p>	4
	Maximum 12 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100% school submission to LG, score: 4</li> <li>• Between 80 – 99% score: 2</li> <li>• Below 80% score 0</li> </ul>	<p>For example,</p> <p>Nakanyonyi P/S submitted the report on 29/12.2019 signed by MuhairwaT.David, Headteacher,</p> <p>Lwanda P/S submitted on 10/9/2019 and signed by the Headteacher,Kisadha Biruma K.R. and</p> <p>Kakira St. Thereza submitted on 29/12/2019 signed by Stephen Kakaire, Headteacher then.</p> <p>Therefore <math>87/87 \times 100 = 100\%</math></p>	
6	School compliance and performance improvement:	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p>	<p>There was evidence that UPE schools were supported to prepare an implement SIP as cited in a monitoring report dated 5/8/2019 pages 5-6 where the DEO addressed the issue of improving school environment, hygiene and school management.</p>	0
	Maximum 12 points on this performance measure	<ul style="list-style-type: none"> <li>• If 50% score: 4</li> <li>• Between 30– 49% score: 2</li> <li>• Below 30% score 0</li> </ul>	<p>However, the 3 sampled schools, Nakanyonyi, Kakira St. Thereza and Lwanda Primary schools did not have SIPs at the time of the assessment.</p>	
6	School compliance and performance improvement:	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p>	<p>There was evidence that the LG had collected return forms from all the 87 registered schools from the previous year, 2019/2020.</p>	4
	Maximum 12 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100% score: 4:</li> <li>• Between 90 – 99% score 2</li> <li>• Below 90% score 0</li> </ul>	<p>Therefor <math>87/87 \times 100 = 100\%</math>.</p>	

**Human Resource Management and Development**

7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:  Score 4 or else, score: 0</p>	<p>There was evidence that the LG had budgeted for a head teacher and a minimum of 7 teachers per school for the current FY 2020/2021.  For example, the approved current year budget was UGX 9,587,569,000 to pay 1,414 teachers.</p>	4
<p>Maximum 8 points on this performance measure</p>				
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,  Score 3 else score: 0</p>	<p>There was evidence that the LG had deployed 1,414 teachers. For example:  Kakira St. Thereza P/ had 19 teachers, Nakanyonyi P/S had 42 teachers and Lwanda P/S had 16 Teachers.</p>	3
<p>Maximum 8 points on this performance measure</p>				
7	<p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p>	<p>c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,  score: 1 else, score: 0</p>	<p>It was evident that the teacher deployment data was disseminated and displayed at the district education offices dated 1/11/2019. For example, in Nakanyonyi P/S, Kakira St. Thereza P/S and Lwanda P/S had their lists displayed in the offices.</p>	1
<p>Maximum 8 points on this performance measure</p>				

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copt to DEO/MEO</p> <p>Score: 2 or else, score: 0</p>	<p>The LG had 87 Primary Schools in total with 15 of them without a substantively appointed Head Teacher. Out of these, 75 head teacher were appraised and their appraisal reports filed in their personal files.</p>	0
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) If all secondary school head teachers have been appraised with evidence of appraisal reports submitted by D/CAO (or Chair BoG) to HRM</p> <p>Score: 2 or else, score: 0</p>	<p>The LG had 12 Secondary schools. The Head teachers were appraised according to the SHRO but only one performance appraisal report was seen by the AT as indicated below.</p> <p>Ms. Basekanakyo Deborah was appraised by the D/CAO on 21/1/2020 with overall performance rating of 4</p>	0
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans score: 2. Else, score: 0</p>	<p>The LG had 6 Staff in the Department and they were appraised the Education Department Staff as follows.</p> <ol style="list-style-type: none"> <li>1. Mr. Baliraine Paul Mugaju the DEO was appraised by the CAO on 28/7/2020 with overall performance rating of 81%</li> <li>2. Ms. Namuwaya Lydia the Senior Education Officer was appraised by the DEO on 9/7/2020 and endorsed by the SACAO and CAO on 20/2020 with overall performance rating of 3</li> <li>3. Ms. Nabeta- Igeme Alice the Education Officer was appraised by the District Inspector of Schools and endorsed by the PIS and SACAO on 23/6/2020 and 9/7/2020 respectively with overall performance rating of 4</li> <li>4. Mr. Kisambira Eria the Senior IS was appraised by the DEO on 8/7/2020 and endorsed by the SACAO and CAO on 20/7/2020 with overall performance rating of 4</li> <li>5. Mr. Kiyimba Willy was Inspector of Schools was appraised by the SEO on 1/7/2020 and endorsed by the PIS and the SACAO on 3/7/2020 and 29/7/2020 with pverall performance rating of 3.</li> <li>6. Ms. NamuwayaAidah the Sports Officer was appraised by the SEO on 26/6/2020 and endorsed by the DEO and SACAO on 15/7/2020 and 21/7/2020 with overall performance rating of 4</li> </ol>	2
	<p>Maximum 8 points on this performance measure</p>			
8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level, score: 2 Else, score: 0</p>	<p>The LG had prepared a training plan dated 18/7/2019 to address the capacity gaps . For example, one of the gaps was, the updating of assets registers according to new format in the education guidelines.</p>	2
	<p>Maximum 8 points on this performance measure</p>			

**Management, Monitoring and Supervision of Services.**

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>It was noted that the LG had confirmed in writing dated 12/9/2019 the list of schools, their enrolment and budget allocation in the Programme Budgeting System (PBS) by December 15th as indicated in the submission on 12/9/2019.</p>	2
	<p>Maximum 8 points on this performance measure</p>			
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>There was evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines as indicated in the Annual work plan and budget for 2019/2020. The total amount allocated for inspection and monitoring was UGX 59,555,000. The amount released was the same.</p> <p>Therefore <math>59,555,000/59,555,000 \times 100 = 100\%</math></p>	2
	<p>Maximum 8 points on this performance measure</p>			
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>As per the GOU Approved Warrant Report for Jinja District Ref: 01-Jul-2019 to 30-Jun-2020, dated 13-12-2020 and GoU Cash Limits Report as indicated below.</p> <ul style="list-style-type: none"> <li>• Term 1 capitation grant cash limits were received on 24th July 2019 and warranted on 26th July 2019.</li> <li>• Term 2 capitation grant cash limits were received on 07th October 2019 and warranted on 16th October 2020.</li> <li>• Term 3 capitation grant cash limits were received on 14th April 2020, however there was documentary Information on when warranting for Term 3 was done.</li> </ul> <p>Term 1 and Term 2 warrants were submitted within 5 days; however, there was no information on warrant for Term 3 thus the LG was non-compliant.</p>	0
	<p>Maximum 8 points on this performance measure</p>			

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>There was evidence that the Capitation release information was publicized on the notice boards at the DEOs office and in the schools sampled.</p> <p>For example, in Quarter 1, KakiraSt. Thereza P/S received UGX 4,550,000 on 12/8/2019, in quarter 2, they received 4,550,000 on 27/2/2020 and received 4,550,000 on 28/5/2020 in quarter 3.</p> <p>In Quarter 1, Nakanyonyi received UGX 10,098,000/ on 12/8/2019, received UGX 10,010,000 on 1/2/2020 in quarter 2. In quarter 3, the school received UGX 3,10,098,000 on 28/5/2020.</p> <p>Lwanda P/S received UGX 2,978,000 on 12/8/2019 in quarter 1, received UGX 2,978,000 on 27/1/2020 in quarter 2 and received UGX 2,978,000 on 28/5/2020 in quarter 3.</p>	2
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <p>• If 100% compliance, score: 2, else score: 0</p>	<p>There was evidence that the LG Education department had prepared inspection plans dated 3/3/2020 and a meeting held on 15/7/2019 under Min.5/7/2019 to plan for school inspection.</p>	2
10	<p>Routine oversight and monitoring</p> <p>Maximum 10 points on this performance measure</p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <p>• If 100% score: 2</p> <p>• Between 80 – 99% score 1</p> <p>• Below 80%: score 0</p>	<p>There was evidence that all the 87 UPE schools were inspected and monitored in 2019. Therefore <math>87/87 \times 100 = 100\%</math>. For example, at Lwanga P/S, it was found that the school did not have, "a Talking Compound". This issue was addressed by the school finance committee in a meeting held on 3/2/2020 under Min.4/2/2020 page 2-3 who resolved to buy slashers, tip-taps and display messages such as "AIDS Kills.</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>There was evidence that the inspection reports had been discussed and used for corrective actions which were subsequently followed-up in a meeting held on 11/9/2019 under Min.6/9/2019, the issue was that the inspection reports were to be discussed with the Headteachers before dissemination.</p> <p>There was also education department meeting held 15/7/2019 where Inspection reports were discussed under</p> <p>Min.5/7/2019.It was resolved that copies of Inspection reports had to be left at the schools.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES):</p> <p>Score 2 or else score: 0</p>	<p>There was evidence that the DIS and DEO had presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in Term 3 on 19/12/2019 for all the quarters.</p> <p>For example, Kakira St. Thereza was inspected on 23/9/2019, Lwanga P/S was inspected on 18/9/2019 and Nakanyonyi P/S was inspected on 17/9/2019.</p>	2

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>There was evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings and performance assessment results during the previous FY:</p> <p>The LG had a Social Services Committee which had discussed education service delivery issues as follows.</p> <p>The Committee meeting held on 16/03/2020, Min EDUC/54/2020, discussed workplans and budgets that were presented by the DEO, who highlighted the projects that were going to be implemented, the staff house and pit latrine at Butagaya and Kagogwa PS which were all on page 2.</p> <p>The Committee meeting held on 28/01/2020, Min EDUC/49/2020, discussed the performance of PLE in 2019. The DEO presented number of pupils who passed in grade 1 to U in the District on pages 2 to 3.</p> <p>The Committee meeting held on 26/11/2019, Min EDUC/45/2019, discussed the education department performance report, during which the DEO made a presentation on inspection of Schools, page 4.</p> <p>Council meeting held on 28th May 2020 Ref: Min/DC/185/2020 discussed and approved the district budget estimates for FY/2020/21 including the revised budget for education, pages 4.</p>	2
11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,</p> <p><i>score: 2 or else score: 0</i></p>	<p>Evidence showed that the LG Education department had conducted activities to mobilize, attract and retain children at school in a radio talk show which was conducted in the last week of January before the beginning of term one in 2019. The talk show Topic was on, "Effects of children not starting school immediately after holidays. The second issue was an advice to children, parents and teachers making sure that children start school on time. However, the date was not indicated at the time of the assessment.</p>	0

**Investment Management**

Planning and budgeting for investments

*Maximum 4 points on this performance measure*

a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, *score: 2, else score: 0*

There was evidence that an up to-date LG assets' register which set out school facilities and equipment relative to basic standards was available dated 22/6/2020. However, the 3 sampled schools, namely, Namanyonyi P/S, Kakira St. Thereza P/S and Lwanga P/S did not have school assets registers at the time of the assessment.

Planning and budgeting for investments

*Maximum 4 points on this performance measure*

b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, *score: 1 or else, score: 0*

There was evidence indicating that the investments projects for education were derived from the development plan and prioritized in the AWP.

According to the District Development Plan II 5 Year Development plan, the District had planned to construct staff houses, classroom blocks, emptying of pit latrines on pages 198-206.

These were reflected in the LG Approved workplan and Budget estimates as follows,

- Construction of 4 units of staff houses and 4 brick lined VIP latrine at Bufuula P/S (Ref: page 80 of the AWP and page 36 of the budget)
- Construction of classroom block at Nabirama P/S and Nakanynyi P/S (Ref: page 80 of the AWP and page 35 of the budget)
- Classroom construction at Kyomya P/S, Ndiwansi P/S (Ref: page 80 of the AWP and page 35 to 36 of the budget)
- Emptying of 7 pit latrines of Kigalagala, Buwala, Buyala, Busegula (Ref: page 80 of the AWP and page 36 of the budget)
- Enhancing the biogas system at Wansimba Primary School (Ref: page 80 of the AWP and page 36 of the budget)
- Provision of furniture to primary schools

(Ref: page 81 of the AWP and page 36 to 37 of the budget)

These projects were desk appraised during the budget conference held on 31/10/2019 as observed from the budget conference paper report dated 31/10/2019 which was prepared the Planning Unit. The education projects were discussed under section 6.1 on page 8 of the budget conference report. Some projects appraised included the construction of staff house at Bufuluula P/S.

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Thus, the LG was compliant in this area.

12	Planning and budgeting for investments	c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0	There was no evidence that the LG had conducted field appraisal for: (i) technical feasibility; ii) environmental and social acceptability; and (iii) customized designs in FY 2019/20.	0
<i>Maximum 4 points on this performance measure</i>				
13	Procurement, contract management/execution	a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i>	<p>Education infrastructure projects were incorporated in the Jinja District LG procurement plan and approved on 28th May, 2020;</p> <p>Minutes for the District Contract Committee Meeting held on, 28th August 2020, Min 00013/DCC/2020-21 and submitted to CAO on 28th July 2020.</p> <p>However, the department of Education submitted their sector infrastructure projects to PDU on 15th May 2020.</p> <p>a) Construction of a 4 in one teacher's house and four bricklined stance VIP pit latrine at Butangala primary schools. S. No. 41; Page 6 of 35</p> <p>b) Construction of a 4 in one teacher's house and four bricklined stance VIP pit latrine at Kagogwa primary schools. S. No. 42; Page7 of 35</p> <p>c) Construction of 2 classroom block with office Store and lightening arrestors at Bubugo Primary School. S. No. 45; Page 7</p> <p>d) Construction of 5 stance bricklined VIP pit latrine with hand washing facility at Butuli Primary school. S. No. 47; Page7</p> <p>e) Construction of 5 stance bricklined VIP pit latrine with hand washing facility at Nyenga Primary school. S. No. 48; Page 7</p> <p>f) Construction of 5 stance bricklined VIP pit latrine with hand washing facility at Nkondo Primary school. S. No. 49; Page 8.</p>	1
<i>Maximum 9 points on this performance measure</i>				



13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i></p>	<p>As per the education infrastructure investments they had the District Contracts Committee minutes.</p> <p>Minutes for the District Contract Committee Meeting for the FY 2020/21 for the FY 2020/21 held on, 28th August 2020, Min 00013/DCC/2020-21 in the Committee room for approval evaluation reports and award of contracts</p> <p>Contract Committee Chairperson: Mr. Isabirye Mathius the Head Teacher of Jinja College.</p> <p>Construction of a 4 in one teacher's house and four bricklined stance VIP pit latrine at Butangala primary schools. S. No. 41; Page 6 of 35.</p> <p>Procurement Ref No. Jinj511/2020-2021/00019.</p> <p>Contractor: Pusinde Technologies Uganda Ltd</p> <p>Amount: UGX. 27,250,720</p> <p>Construction of 5 stance bricklined VIP pit latrine with hand washing facility at Nkondo Primary school. S. No. 49; Page 8.</p> <p>Procurement Ref No. Jinj511/2020-2021/00018.</p> <p>Contractor: Katumo Investments Ltd</p> <p>Amount: UGX. 27,309,735</p> <p>Therefore, there were no education infrastructure investments requiring SG approval.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i></p>	<p>There was evidence of PIT</p> <p>Its members included:</p> <ul style="list-style-type: none"> <li>• Mwoga Robert Senior AEO</li> <li>• Kisabira Eria- Senior Inspector of schools</li> <li>• Maganda Moses- Senior Environment officer</li> <li>• Kyangwa Ivan DCDO</li> <li>• Kirenda Milly – Head teacher Butagaya Primary school</li> </ul> <p>Gulaale Fred- Senior Procurement Officer.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES</p> <p><i>Score: 1, else, score: 0</i></p>	<p>All the Education/ school infrastructure projects followed the MoES technical designs.</p> <p>Spot measurements at Nakanyonyi Primary school, Bufuula primary school and Buwenge seed secondary school, complied with the MoES</p>	1

standard designs with very minimal variation from allowable tolerances.

The four classroom block constructed at Nakanyonyi Primary school, with door plates measuring 3mm thick and 900mm width x 2.4mm inclusive of louvers. Glass fixed windows were 1.2m wide x 1.5.m high inclusive of louvers. It was roofed with pre-painted iron sheets G.28. The walls had good painting works. However, the two classroom had minor cracks on the floor and walls. The verandah need fixing on some points.

The 4 in 1 Teachers housing unit with a four-stance pit latrine and 1 shower at Bufula Primary school. It had a lightening arrestor and 5000 liters water tank fixed as per the BOQ. Generally, all the works were in good works.

Buwenge seed secondary school, all the works as on progress as per the standard technical design by MoES. The school is generally behind schedule and incomplete on all the buildings including the classroom blocks, science laboratories, ICT-Library room block, multi-purpose hall, Administration block, teachers houses, 2 & 5 stance pit latrines, and external works. The sports field is yet levelled.

There were reports on the education project works as shown below:

- a) There was report on supervision and monitoring of Capital Development Projects in the Education department for the 4TH Quarter- FY 2019-2020 ) April to June 2020 by the Senior Assistant Engineering Officer- Mwoga Robert to the CAO-Jinja DLG dated 2
- b) Progress report for Bubugo Primary school dated 30th April 2020 by Mwonhga Robert (AEO) to CAO.
- c) Progress report for on project of construction project of a 5 stance brick lined empatable pit latrin with a mobile hand washing facility at Kyomya primary school in Budondo subcouty by Mwonhga Robert (AEO) to CAO.
- d) Monthly site report on Construction of Buwenge Seed Secondary school by clerk of works to DE dated 19th September 2019; 19thNovemebr 2019; 5th October 2020;

Procurement, contract management/execution

*Maximum 9 points on this performance measure*

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

List of sector specific infrastructure projects in AWP for FY 2019/2020:

- Construction of Buwenge Seed Secondary school (Buwenge Town Council)
- Construction project of a 5-stance brick lined empatable pit latrine with a mobile hand washing facility at Kyomya primary school in Budondo sub county.
- Re-roofing of classroom block at St. Paul Buyala P/S in Budondo sub county
- construction of a 4 stance Pit latrines at staff houses of St. John Kizinga, Kibibi Parish, Budondo Sub-County, Kagoma Parish (ii) Ndiwansi P/S, Ndiwansi Village, Lubanyi Parish, Butagaya Sub-County, Kagoma County for the educaiondepartment.

Reports and Minutes from site monitoring visits

a) Progress report for Bubugo Primary school dated 30th April 2020 by MwonhgaRobert (AEO) to CAO.

b) Progress report for on project of construction project of a 5 stance brick lined empatable pit latrin with a mobile hand washing facility at Kyomya primary school in Budondo sub-couty by MwongaRobert (AEO) to CAO.

c) Monthly site report on Construction of Buwenge Seed Secondary school by clerk of works to DE dated 19th September 2019; 19thNovemebr 2019; 5th October 2020;

d) Site meeting for Buwenge Seed Secondary school held on 19th September 2020. Members attended included: the DEO, CAO, DE, Clerk of Works, Contractor, CDO, Physical Planner, Head Teacher, etc.

e) Site meeting for Buwenge Seed Secondary school held on 19th December 2020. Members attended included: the Environmental Officer, DEO, CAO, DE, Clerk of Works, Contractor, CDO, Health Inspector, Town Clerk, Physical Planner, Head Teacher, etc.

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc ..., has been conducted <i>score: 1, else score: 0</i></p>	<p>Site meeting for Buwenge Seed Secondary school held on 19th December 2020. Members attended included: the Environmental Officer, DEO, CAO, DE, Clerk of Works, Contractor, CDO, Health Inspector, Town Clerk, Physical Planner, Head Teacher, etc.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p>	<p>There was evidence that the sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract as was observed below;</p> <ul style="list-style-type: none"> <li>• For the construction of a 4no. Classroom Block with 2no. Offices and stores at Nakanyonyi P/S the Contractor submitted the request for works/payment certification on 10th MaRCH,2020 by MS Interbuild technical services Ltd, was certified by the DE on 24thMarch,2020 and by DEO on 24th March,2020 and IPC1 paid Voucher number.28860525 amounting to Ugx.93,391,123 (taking 14 working day)</li> <li>• For the construction of a 4 Stance VIP latrine at Kyomya P/S the Contractor submitted the request for works/payment certification on 7th February,2020 by MS Jaluuko Hardware and Contractors Ltd, was certified by the DE on 11th February,2020 and by DEO on 7th February,2020and IPC1 paid Voucher number.28321 170 amounting to Ugx.28,450,000 (taking 3 working day)</li> <li>• For the construction of a Classroom Block at Nabirama P/S the Contractor submitted the request for works/payment certification on 13th December,2019 by MS Crescent General Co.Ltd, was certified by the DE on 27th December,2019 and by DEO on 28th January,2020 and IPC1 paid Voucher number.27865811 amounting to Ugx.86,969,318 (taking 14 working day)</li> </ul> <p>Therefore, works certification was within 14 working days.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance</i></p>	<p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else,</i></p>	<p>Sector procurement plan on file submitted on 26th July 2019.</p> <p>Contract implementation progress reports: for instance:</p>	0

a) Quarter one FY2019/20 Procurement Report for Jinja District Local Government dated 14th October 2019 written to the PPDA (Home)

b) Quarter two FY2019/20 Procurement Report for Jinja District Local Government dated 14th January 2020 written to the PPDA (Home)

c) Quarter three FY2019/20 Procurement Report for Jinja District Local Government dated 14th April 2020 written to the PPDA (Home)

d) Quarter four FY2019/20 Procurement Report for Jinja District Local Government dated 18th June 2020 written to the PPDA (Home)

Contract Committee Chairperson: Mr. Mathius Sabirye

Member present:

Mugaza James Member

Dr. Kasadha Tom- Member

Olivia Tamubula

Baliraine Paul

Gulaale Fred- Senior Procurement Officer

Minutes of the District Contract Committee Meeting held on Tuesday 15th July 2019 at the PDU offices. Approval of Evaluation reports for Education projects approved Approval of procurement Teams, procurement Methods and solicitation documents Min 00002/DCC/2019-2020.

Construction of a 4 in 1 Teachers house with a four stance VIP latrine at Bufula primary school (Budondo Sub-county) Procurement Ref. No. Jinj511/WRKS/2019-20/00038.

Min 000029DCC/2019-2020(3)

Construction of a two-classroom block with Lightening arrestor at Nabilama primary school (Busede sub county) Procurement Ref. No. Jinj511/WRKS/2019-20/00037.

Min 00002/DCC/2019-2020 (1)

Construction of a four-classroom block at Nakanyonyi Primary school (Bugembe Town council).

Procurement Ref. No. Jinj511/WRKS/2019-20/00039.

Min 00026/DCC/2019-2020.

Minutes of the 6th Contracts Committee Meeting for the FY 2019/2020 held on 6th December 2019 in the District Service Commission Board room. The committee included:

Contract Committee Chairperson: Mr. Naabye Henry the District Planner.

Member present:

Isiko Muhammed -DEO

Samanya Paul-Physical Planner

Kawunguzi Rose- IT Personnel

Kisanafu Yusuf- Senior Procurement Officer

Minutes from contracts committee meetings include:

Re- roofing of a Four Classroom block Buwidi Primary school : Min. 22/NDCC/06/12/2019-20-ii

Construction of 5 stance lined pit latrine at Buwalira Primary school:  
MIN22/NDCC/06/12/2019-20-iii

Construction of 5 stance lined pit latrine at Namalowe Primary school:Min.2/NDCC/30/01/2019-20-iv.

13

Procurement, contract management/execution

*Maximum 9 points on this performance measure*

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

Procurement files for school infrastructure projects evidence on file showed that the LG had a complete procurement file for each school infrastructure contract with all records in the Previous FY. For example:

Construction Of a 4 in 1 Teachers house with a four stance VIP latrine at Bufula primary school (Budondo Sub-county) Procurement Ref. No. Jinj511/WRKS/2019-20/00038.

Min 000029DCC/2019-2020(3)

• Advert: Open Bidding Friday 19th July 2019 in the New Vision

• Requisition forms PPF1: 10th July 2019

• The Evaluation report dated 28th August 2019

• BEB Notice: 20th September 2019

• Letter of Bid Acceptance: 8th October 2019

• Bidder's acceptance: 8th October 2019

• The Contractor was Balyedikens Investiments Ltd.

• Contract agreement: 16th October 2019

• Amount: UGX. 115, 866,456

Construction of a two-classroom block with Lightening arrestor at Nabilama primary school

1

(Busede sub county) Procurement Ref. No. Jinj511/WRKS/2019-20/00037.

Min 00002/DCC/2019-2020 (1)

- Advert: Open Bidding Friday 19th July 2019 in the New Vision
- Requisition forms PPF1: 10th July 2019
- The Evaluation report dated 28th August 2019
- BEB Notice: 20th September 2019
- Letter of Bid Acceptance: 8th October 2019
- Bidder's acceptance: 14th October 2019
- The Contractor was Crescent General Company Ltd.
- Contract agreement: 16th October 2019
- Amount: UGX. 97,379,976

Construction of a four-classroom block at Nakanyonyi Primary school (Bugembe Town council).

Procurement Ref. No. Jinj511/WRKS/2019-20/00039.

Min 00026/DCC/2019-2020.

- Advert: Open Bidding Friday 19th July 2019 in the New Vision
- Requisition forms PPF1: 10th July 2019
- The Evaluation report dated 28th August 2019
- BEB Notice: 20th September 2019
- Letter of Bid Acceptance: 17th December 2019
- Bidder's acceptance: 18th December 2019
- The Contractor was Interbuild Technical Services Ltd.
- Contract agreement: 19th December 2019
- Amount: UGX. 191,552,982

**Environment and Social Safeguards**

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>There was evidence that that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework for example;</p>	3
			<p>i. Grievance registered on 5th July 2019 by Musyedami David of 0784188107. His compliant was over deduction of payments by the teacher's SACCO. The nature of compliant was salary. The case was handled by the HR to ensure that the teacher's SACCO paid back. From the feedback the SACCO paid back what they had taken in the month they deducted him.</p>	
			<p>ii. On 5 the July 2019, Naloka Gerald of 078911653 filed a complaint that he was paid less salary since April 2019. The nature of compliant was salary. Action taken, the issue was forwarded to HR and the complainant's issue was resolved, he got paid.</p>	
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>There was evidence that LG had disseminated the Education Guidelines on Budgeting and Planning Implementation Education Guidelines for Primary Schools and Secondary Schools were dated May 2019.</p>	3
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, score: 2, else score: 0</p>	<p>There was evidence of incorporated BoQs and contractual documents, for construction of 4 in 1 staff house at Buguula primary school. Ref: JINJ 511/works/2019-2020/00038. BoQ item: N site restoration, landscaping, importing of vegetation soil, planting of approved paspulam grass or other equal 3000mm around the entire facility and maintenance for at least six months to Engineers approval, costed at UGX 192,960.</p>	2
			<p>ii. Contract document for construction of V.I.P latrines at Kizinga Primary school, Ref: JINJ 511/works/2018-2019/000462. BoQ element 7 item L: Planting and maintenance to at least 6 month of approved tree seedlings costed at UGX 50,000.</p>	
			<p>iii. Contract document for construction of V.I.P latrines at Kizinga Primary school, Ref: JINJ 511/works/2018-2019/000462. BoQ element 7 item L: Planting and maintenance to at least 6 month of approved tree seedlings costed at UGX 60,000.</p>	



16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i></p>	<p>There was no evidence that all projects were implemented on land where the LG had proof of ownership, access and availability. For example Bufuula primary school which had a construction of 4 in 1 staff house and 4 stance lined latrine was a Church of Uganda founded school but had on agreements with the LG at the time of assessment.</p> <p>Kizinga and Ndiwansi primary schools which were catholic founded had on agreements with the LG at the time of assessment. Therefore the LG scored zero.</p>	0
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i></p>	<p>There was no evidence that all projects were implemented on land where the LG had proof of ownership, access and availability. For example Bufuula primary school which had a construction of 4 in 1 staff house and 4 stance lined latrine was a Church of Uganda founded school but had on agreements with the LG at the time of assessment.</p> <p>Kizinga and Ndiwansi primary schools which were catholic founded had on agreements with the LG at the time of assessment. Therefore the LG scored zero.</p>	0

Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

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

*Score: 1, else score:0*

There was evidence of an Environment and Social compliance Certification form completed and signed by Environmental Officer Maganda Moses prior to payments of contractors' for example;

i. Environment and Social compliance Certification form for construction of a 4 in 1 teacher's house with rain water and fixing lightening arrestors by M/s Balyedikens Investments limited. The certificate was prepared by the Environment Officer Maganda Moses on 23rd July 2020. However the DCDO had not endorsed on the forms.

Payment certificate No. 1 Ref: JINJ 511/works/2019-2020/00038 dated 23rd January 2020 for construction of 4 in 1 teacher's house and fixing lightening. Retention was paid on 20th June 2020 under voucher number No. 29999390 total amount: UGX 5,445,724.

There was no evidence of Environment and Social compliance Certification forms for construction of VIP latrines at Kizinga primary school and Ndiwansi primary therefore the LG scored zero.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total OPD attendance, and deliveries.</p> <ul style="list-style-type: none"> <li>• By 20% or more, score 2</li> <li>• Less than 20%, score 0</li> </ul>	<p>Sampled 3 health facilities: Budondo HC IV, Lukolo HC III, and Kakira III. Compared total OPD for FY 2018/19 with that of 2019/20; and also compared total deliveries for FY 2018/19 to those of 2019/20.</p> <p>OPD 2018/19</p> <p>A) FY 2018/19 Total OPD = 33,280</p> <p>OPD 2019/20</p> <p>B) FY 2019/20 total OPD = 32,403</p> <p>Difference = (B-A) = 32,403-33,280 = -877</p> <p>% Change = [(B-A)/A] x 100% = [(-877/33,280) x 100% = 2.6%</p> <p>DELIVERIES</p> <p>C) Total Deliveries FY 2018/19 was 1757</p> <p>D) Total Deliveries FY 2019/20 was 1844</p> <p>Difference = (D-C) = 1844-1757 = 87</p> <p>Percentage change = (D-C/C) x 100% = 5%</p> <p>From these proxy indicators of service utilization (OPD and deliveries) health service utilization was stagnant or declined.</p>	0
2	<p>Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p> <p>Note: To have zero wait for year one</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• Above 70%; score 2</li> <li>• 50 – 69% score 1</li> <li>• Below 50%; score 0</li> </ul>	na	0

Service Delivery Performance: Average score in the Health LLG performance assessment.

Maximum 4 points on this performance measure

Note: To have zero wait for year one

b. If the average score in the RBF quarterly quality facility assessment for HC IIIs and IVs is:

- Above 75%; score 2
- 65 – 74%; score 1
- Below 65% ; score 0

Jinja district had 17 Health facilities participating in Result Based financing (RBF) during the last quarter of FY2020/2021 (July-September 2020). When they were last assessed by the DHT team in mid-October 2020, they scored as given below:

Lukolo HC III scored 95.7%

Kakira HC III scored 85%

Budondo HC IV scored 88.5%

Butagaya HC III scored 88.4%

Kimaka HC III scored 76%

St Benedict HC III scored 93.3%

Mpambwa HC III scored 82.9%

Wakitaka HC III scored 84.2%

Busede HC III scored 81%

Bugembe HC IV scored 85%

Buwenge HC IV scored 87.7%

MagaMaga HC III scored 85.1%

Jinja Islamic HC III scored 85%

Kakaire HC III scored 68%

Mpumudde HC IV scored 79%

Walukuba HC IV scored 82.6%

Jinja Central HC III scored 86%

Total score was 1519

Average score was

$1519/18 = 84.4\%$

3

0

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

Maximum 8 points on this performance measure

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

According to the Local Government Quarterly Performance Report, Jinja District Page 24, the budget for the Health Development Grant budget was Ugx. 106,519,000.

As per page 28 of the Approved Budget Estimates the health grant was spent on the activities listed below;

- Renovation of OPD and construction of waiting shade at Laboratory at Bugembe HC IV worth Ugx. 41,608,000
- Renovation of two offices at Muwuma HC III worth Ugx. 16,560,000
- Renovation of DHOs office worth Ugx. 47,000,000

Total spent was Ugx 105,168,000

Thus, the percentage of funds spent over the budget was  $(105,168,000/106,519,000) \times 100 = 99\%$

Funds spent were on the activities stipulated in the guidelines, however not all funds were spent.

3

0

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

Maximum 8 points on this performance measure

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

There was evidence that the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors! Suppliers as was observed below;

- For the Renovation of Bugembe HCIV,OPD and Construction of awaiting shed at the Lab by Gi-Ti consult Ltd, Contractor submitted the request for works/payment certification on 23rd January,2020 was certified by the DHO on 17th February,2020 and by Engineer on 22nd February,2020 and IPC1 paid on 8th July,2020 with Voucher No.28172969 amounting to Ugx.27,636,430 (taking 6 working days)

TheEvidence to verify certification by Environmental Officer and the Community Development Officer was not availed.

- For the Renovation of 2 Offices at Muwumba HCIII by PAEN General Holdings Ltd, Contractor submitted the request for works/payment certification on 3rdFebruary,2020 was certified by the DHO on 30th April,2020 and by Engineer on 30th April,2020 and IPC1 with Voucher No.29302648 amounting to Ugx.6,437,600 (taking 30 working days).

The Evidence to verify certification by Environmental Officer and the Community Development Officer was not availed.

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If the variations in the contract price of sampled health infrastructure investments are within +/- 20% of the MoWT Engineers estimates, score 2 or else score 0</p>	<p>According the sampled contracts, the following was established:</p> <p>a) Renovation of Wakitaka HCIII (Mafumbira sub county) Procurement Ref No: Jinj511/wrks/2019-2020/00258; with the (MoWT's estimates (Engineer's estimates) UGX. 35,878,387 against the Contractor's price of UGX. 35,786,642, with a variation of UGX91,745 equivalent to 0.2%. Therefore, the variations in the contracts was way below +/-20%.</p> <p>b) Renovation of Bugembe HCIV OPD (Bugembe Town Council) Procurement Ref No: Jinj511/wrks/2019-2020/00260; with the MoWTs' estimates (Engineer's estimates) UGX.33,780,860 against the Contractor's price of UGX. 31,604,064, with a variation of UGX. 2,176,796 equivalent to 6.4%. Therefore, the variations in the contracts was way below +/-20%.</p> <p>c) Renovation of Kibibi HC Two in Budondo Sub county (Budondo Sub-county Procurement Ref No: Jinj511/wrks/2019-2020/00258 with the MoWTs' estimates (Engineer's estimates) was missing against the Contractor's price of UGX.17,619,827.85,</p> <p>The LG scored zero because Renovation of Kibibi HC Two in Budondo Sub county had no estimate.</p>	0
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> <li>• If 100 % Score 2</li> <li>• Between 80 and 99% score 1</li> <li>• less than 80 %: Score 0</li> </ul>	<p>There was no evidence provided at the time of the assessment.</p>	0
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> <li>• If above 90% score 2</li> <li>• If 75% - 90%: score 1</li> <li>• Below 75 %: score 0</li> </ul>	<p>Jinja District LG AWP and Budget report for FY 2020/21 indicated that the LG had 687 staff on payroll and a wage bill of 7,600,958,000/= for FY 2020/21. The approved staffing norm was 787 staff. This meant a staffing level of <math>(687/787) \times 100\% = 87.3\%</math></p>	1

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

Maximum 4 points on this performance measure

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

• If 100 % score 2 or else score 0

From the site visits, the following observations were made:

a) Renovation of Wakitaka HCIII (Mafumbira sub county)

Procurement Ref No: Jinj511/wrks/2019-2020/00258

Extension was made with a laboratory, painting works, some partitions enlarged, two doors seen with Motice locks, gravel around the health facility and grass planted . The facility generally exhibited good works amidst the budget available. However, completion report missing

b) Partial Renovation of DHO office block

Procurement Ref No: Jinj511/wrks/2019-2020/00257

The works included Ceiling works, painting walls (Vinyl Silk paint), vanish on doors, tables and chairs, fixed book shelves (made from Tiber of Muvule species in board room and records room. There were well joined, sanded and vanished. They measured 4100mm long x 300mm. and spaced at 450mm.

There were minor cracks on the ceiling of the board room. However, completion report missing

c) Renovation of Bugembe HCIV OPD (Bugembe Town Council)

Procurement Ref No: Jinj511/wrks/2019-2020/00260

Renovation works included painting works, removal of warped doors and replace them with new ones and construction of waiting shade. The supporting galvanized steel pipes were 75mmdiameter x 2mmm thick round hollow section of 3500mm. The iron sheets were G.28 pre-painted roofing sheets with roofing nails rubber washers

All these were confirmed and in line with the BOT developed by the Department of works. Repairs on windows and door shutters with notice locks were fixed.

## Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

The list of staff per health facility provided to LGPA at the time of assessment indicated that Budondo HC IV had 63; Lukolo HC III had 26, and Kakira HC III had 21. Information obtained from on site visit indicated that the lists of health workers matched the information on the lists given by the DHO. The DHO explained the apparent overstaffing. the Dht had deployed staff meant for incomplete Buwenge general hospital in the lower HC IIIs and IV.

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>At the time of assessment the LGPA team received the following list of constructed facilities from the DHO. There was also evidence to show that the DHO had certified payment of contractors some of the projects as indicated below.</p> <p>a) Renovation of Bugembe HCIV OPD (Bugembe Town Council), renovation done and the DHO certified payments of Contractors on 17th February 2020</p> <p>b).Renovation and remodeling of OPD at Muwumba Health Center III, the DHO certified payment of contractors on 30th April 2020</p> <p>c) Renovation of Wakitaka HCIII (Mafumbira sub county), renovation done but completion report missing</p> <p>d) Partial Renovation of DHO office block , renovation done but completion report missing</p>	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>a) Health facilities prepared and submitted Annual Workplans &amp; budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>The three sampled health facilities had submitted their Annual Work plans and Budgets for FY 2019/2020 to DHO. By the time of assessment, copies of these work plans were present at the office of the DHO. Unfortunately, the work plans had no dates to show when they had been received by the DHO.</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>By the time of assessment Budondo HC IV, Lukolo HC III and Kakira HC III had not submitted their Annual Budget Performance reports for FY 2019/2020 to the DHO/CAO.</p>	0



6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p> <ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>Budondo HC IV had submitted its Performance Improvement Plan (PIP) FY 2020/2021 to the DHO on 9th November 2020, Lukolo HC III had submitted on 2nd November 2020, and Kakira HC III had submitted on 16th October 2020.</p>	2
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <ul style="list-style-type: none"> <li>• score 2 or else score 0</li> </ul>	<p>The sampled health facilities Budondo IV, Lukolo HC III and Kakira HC III had submitted their monthly HMIS 105 for 12 months and Quarterly HMIS 106 (a) 100% and timely 100% as required.</p>	2
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p>	<p>The sampled Health Facilities had submitted their RBF claim invoices to the DHO as follow: ;Budondo HC IV submitted on 7th October 2020, Lukolo HC III on 13th October 2020, and Kakira HC III on 15th October 2020. All had submitted RBF claim Invoices timely by 15th October 2020.</p>	2
<p>Maximum 14 points on this performance measure</p>				

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>Jinja District DHO had submitted the RBF claim invoices to PS Ministry of Health on 11th November 2020. Submission was after 3rd week of October 2020</p>	0
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>There was evidence that the Health Department submitted quarterly performance reports within the first month of the following quarter, as observed from the letters from the District Health Officer submitting quarterly reports below.</p> <ul style="list-style-type: none"> <li>• Quarter 1 was submitted on 14th October 2019</li> <li>• Quarter 2 was submitted on 20th January 2020</li> <li>• Quarter 3 was submitted on 20th April 2020</li> <li>• Quarter 4 was submitted on 20th July 2020.</li> </ul>	1
<p>Maximum 14 points on this performance measure</p>				
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>h) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>DHO Jinja district had developed PIP for FY 2020/2021 but it had no dates to indicate when it had been submitted to the CAO. According to the PIP authored by the DHO, the weakest performing health facilities were Kakaire HC III that scored 68%, Kimaka HC III scored 76% and Mpumudde HC IV scored 79%.</p>	1
<p>Maximum 14 points on this performance measure</p>				

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>There were no reports to show Jinja district LG had implemented its approved PIP for FY 2020/2021 for the weakest facilities.</p>	0
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### Human Resource Management and Development

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p>	<p>Jinja District LG AWP and Budget report for FY 2020/21 indicated that the LG had 687 staff on payroll and a wage bill of 7,600,958,000/= for FY 2020/21. The approved staffing norm was 787 staff. This meant a staffing level of <math>(687/787) \times 100\% = 87.3\%</math></p>	2
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines</p> <p>Maximum 9 points on this performance measure</p>	<p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p>	<p>The Standard staffing norms for HC III was 19 workers, HC IV was 49 workers.</p> <p>During time of assessment, Jinja LG had deployed 63/49 staff (129%) to Budondo HC IV, 26/19 staff (137%) to Lukolo HC III, and 21/19 staff (111%) to Kakira HC III. The three sampled health facilities had staffing levels above 75%.</p> <p>NB: the CAO and DHO explained the overstaffing was as a result of sharing staff meant for Buwenge General Hospital that had been granted to start but was still incomplete. Its staff had been put to use in the Jinja district Health Centers pending completion of the hospital construction</p>	2

7

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

Maximum 9 points on this performance measure

b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0

The staff found in Budondo HC IV, Lukolo HC III and Kakira HC III matched with those on deployment lists given by DHO for FY 2020/2021. Budondo HC IV had 63 staff, Lukolo HC III had 26 staff, and Kakira HC III had 21 staff. While assessing this indicator, the LGPA also considered the re-deployment of staff meant for Buwenge General Hospital that was still under construction.

3

7

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

Maximum 9 points on this performance measure

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

By the time of assessment the LG had publicized health workers deployment list on Budondo HC IV noticeboard, Lukolo HC III noticeboard, and Kakira HC III noticeboard. The lists had been authored by the facility in-charges.

2

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

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

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

The LG had 43 health facilities and had appraised Health facility in-charges.

1. Mr. Kazigo Ali an Asst. Medical Superintendent in-charge of Kakaire HC III was appraised by the SAS on 29/6/2020 and endorsed by the SMO and ACAO on 12/8/2020 with overall performance rating of 5.
2. Ms. Baluka Juliet the MCO in-charge of Magamaga HC III was appraised by Dr. Baliraine Moses on 26/6/2020 and endorsed by the SMO and ACAO on 30/6/2020 and 27/6/2020 respectively with overall performance rating of 4.
3. Mr. Buyinza Samuel a SMCO in-charge Butagaya HC III was appraised by Dr, muwanguzi Daniel on 19/8/2020 and endorsed by the SACAO and ACAO on 1/10/2020 with overall performance rating of 4.
4. Mr. Kyankola Denis An Enrolled Nurse in-charge Kyomya HCII was appraised by the ANO on 23/6/2020 and endorsed by MCO and ACAO on 29/6/2020 and 13/7/2020 respectively with overall performance rating of 4
5. Mr. Kalwenza Joyce an Enrolled Nurse in-charge of Nawangoma HCII was appraised by a Ms. Kirabira Oliver a MCO on 29/6/2020 and endorsed by the SCO and ACAO on 30/6/2020 and 14/7/2020 with overall rating of 4
6. Mr. Juliraba Anthony an Asst. Med. Sup in-charge Mpambwa HCIII was appraised by Dr. Baker Aggrey on 13/7/2020 and endorsed by the DHO and SACAO with overall performance rating of 4
7. Ms. Mirembe Rose an E/N/Midwife in-charge Ivnamba HCII was appraised by the ANO on 30/6/2020 and endorsed by the SNO and ACAO on 3/7/2020 and 24/7/2020 respectively with overall performance rating of 5.
8. Ms. NsezereMutala Shem a SMCO in-charge Lukolo HC III was appraised by Dr. Muwanguzi Daniel 20/6/2020 and endorsed by the SNO and ACAO on 3/7/2020 and 24/7/2020 respectively with overall performance rating of 5.
9. Ms. Naguyo Susan a SCO in-charge Kakira HC III was appraised by the T/Clerk and endorsed by the DHO and SACAO on 1/7/2020 and 4/8/2020 respectively with overall performance rating of 4
10. MS. Kibojja Josephine an Enrolled Nurse in-charge of Bubugo HCII was appraised by the ANO on 26/6/2020 and endorsed by the the SMO and ACAO on 28/6/2020 and 17/7/2020 respectively with overall performance rating of 4.

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

Maximum 6 points on this performance measure

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

The LG had appraised health facility workers as follows.

1. Ms. Kirabira Oliver a Clinical Officer at Lukolo HCIII was appraised by Mr. Mutala Shem a SCO and endorsed by the SNO and ACAO on 3/7/2020 and 24/7/2020 respectively with overall performance rating of 5.

2. Mr. Mbaizwe Yusuf a MCO at Bugembe HC IV was appraised by Dr. Mwanja Wilson Steeve on 2/7/2020 and endorsed by the ACAO on 16/7/2020 with overall performance rating of 4

3. Mr. Magoba Hellen Kintu a Clinical Officer at Budondo HC IV was appraised by the SMCO on 30/6/2020 and endorsed by Dr. Daniel Muwanguzi and ACAO on 7/7/2020 and 14/8/2020 respectively with overall performance rating of 4

4. Ms. Namugonyi Mary an Enrolled Nurse at Busedde HCIII was appraised by the Clinical Officer on 29/6/2020 and endorsed by Dr. Mwanja Wilson Steeve and Nakyenze Barbra on 10/7/2020 and 27/7/2020 respectively with overall performance rating of 4

5. Mr. Zadimina Birali Sowedi an ANO at Buwenge General Hospital was appraised by SNO on 23/6/2020 and endorsed by Dr. Nakyeyune Marion and ACAO on 23/6/2020 and 16/7/2020 respectively with overall performance rating of 4

6. Ms. Bulage Hajira an Enrolled Nurse at Buwenge HC IV was appraised by ANO on 29/6/2020 and endorsed by SANO and ACAO on 29/6/2020 and 14/08/2020 respectively with overall performance rating of 4.

7. Ms. Nakayega Ruth an Enrolled Nurse at Lukolo HC III was appraised by the MCO on 22/6/2020 and endorsed by the SCO and ACAO on 25/6/2020 with overall performance rating of 3

8. Ms. Nabirye Betty an Enrolled Nurse at Nabitambala HC II was appraised by ANO on 15/7/2020 and endorsed by SNO and ACAO on 16/7/2020 and 27/7/2020 respectively with overall performance 4

9. Ms. Kalembe Susan an Enrolled Nurse at Buwenge General Hospital was appraised by ANO on 19/6/2020 and endorsed by the ACAO on 27/7/2020 with overall performance rating of 4

10. Ms. Kandeke Ludia a Health Assistant at Bunawona HCII was appraised by Ms. Mukisa Fatuma an ECN on 29/6/2020 and ACAO on 16/7/2020 with overall performance rating of 4.

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>There was no evidence of corrective actions taken based on the appraisals.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p>	<p>By the time of assessment, available information indicated that Jinja district did not have CPD on its AWP and Budget for FY 2019/2020; and had not conducted CME activities during FY 2019/2020.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>At the time of assessment there was no CPD database for Jinja district during FY 2019/2020.</p>	0

**Management, Monitoring and Supervision of Services.**

9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>At the time of assessment there was no evidence that the CAO Jinja district had written to the PS Ministry of Health confirming facilities that were due to benefit from PHC-Non-Wage Recurrent for the current FY 2020/2021.</p>	0
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Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.

There was evidence that the LG made allocations towards monitoring service delivery and management of District Health Services in Line with the Health Sector Guidelines.

According to page 9 of the Health Facility PHC and guidelines it is stipulated that a maximum of 15% of the Non-Wage Recurrent Budget (excluding PHC Hospital NWR Grant) was to be used for monitoring and management of District/ Municipality health services.

The total funds that were allocated to PHC NWR were Ugx. 605,863,000 million, page 17 of the APR

Of which Ugx 47,748,000 were allocated to monitoring service delivery and management of District health services as noted on page 30 of the budget estimates

Which was  $(47,748,000/605,863,000) \times 100 = 7.88\%$

From the above information, the 7.88% of the PHC NWR funds allocated to monitoring and supervision activities was within the allowable 15%.

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

Maximum 9 points on this performance measure

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

There was evidence that the LG delayed warranting the PHC NWR releases for three quarters. This was cited on the PBS, GOU Approved Warrant Report Jinja District Ref: 01-Jul-2019 to 30-Jun-2020, dated 13-12-2020 and GoU Cash Limits Report as indicated below.

- Q1 PHC grant cash limits were received on 24th July 2019 and warranted on 26th July 2019.

- Q2 PHC grant cash limits were received on 07th October 2019 and warranted on 16th October 2010

- Q3 PHC grant cash limits were received on 14th January 2020 and 16th January 2020.

- Q4 PHC grant cash limits were received on 14th April 2020, however there was no evidence provided on Q4 warranting, thus the LG was non compliant.



9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of funds release in each quarter, score 2 or else score 0</p>	<p>There was no evidence that the CAO invoiced and communicated a breakdown of Primary Health Care Conditional Grant to all health facility in charges in lower Health facilities.</p> <p>The LG had internally communicated a breakdown of PHC grant releases to HoDs and not to health facilities.</p>	0
9	<p>Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>There was no evidence on publicizing all quarterly financial releases to all health facilities within 5 working days.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0</p>	<p>At the time of assessment, the LGPA was only provided with minutes of Quarter III Performance Review Meeting dated 13th March 2020, and Quarter IV Performance Review Meeting that was held on 14th July 2020. The minutes and follow-up activity reports indicated that the DHMT implemented the actions recommended by review meetings.</p> <p>For instance, Minute 2 of Quarter III performance Review meeting, the meeting had notes health facilities in 5 sub-counties that had performed poorly in immunization and resolved to conduct EPI support Supervision to the health facilities located in Mafubira, Buyengo, Busedde, Butagaya, and Jinja Central. Meeting, and also sensitize VHTs and Health Assistants on EPI and Malaria case reporting. Follow up activity report dated 6th to 10th July indicated that these activities had been implemented.</p>	0

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>Attendance lists appended to Jinja DHMT Quarter III review meeting dated 10th January 2020 and Quarter IV Performance review meeting dated 14th July 2020 indicated that the LG Health Department involved most of the stakeholders in the meetings including all Facility in-charges; secretary Health, DHO, HI, E/MW-FP-FP, Ag DCCT, VCO, HMIS-FP, HIV-FP, ADHO/EH, Biostat, HIV-FP, DSFP, Nutrition-FP, ADHO-MCH, VCO, other Dept heads such as DEO, District planner, CDO, ACAO. However, the complete 4 sets of the quarterly review meetings were not availed. Score zero.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPS receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p>	<p>By the time of assessment information available in form of reports and comments made in Supervision books found at the three sampled health facilities indicated that support supervision during FY 2019/2020 had taken place. There were supervision reports dated 25th June 2020, and 12th December 2029, and 15th to 18th September as well as 27th February 2020 indicating that supervision had taken place in all the four quarters of FY 2019/2020. The supervisions cover the following health facilities: Buwenge General Hospital, Walukuba HC IV, Bugembe HC IV, Budondo HC IV, Buwenge HC IV, Mpumudde HC IV, Kimaka HC III, Jinja Central HC III, Jinja Islamic HC III, Lukolo HC III, Budima HC III, Butagaya HC III, Muwumba HC III, Wakitaka HC III, Kakira HC III, and Busedde HC III,</p>	1
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p>	<p>At the time of assessment there were no reports to show HSDs had supervised lower health facilities.</p>	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>Appart from comments made in the supervision books at the 3 sampled facilities Budondo Hc IV, Kakira HC III and Lukolo HC III there were no reports to show DHT provided feedback on issues arising out of supervision reports discussions</p>	0

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>A 4th Quarter report by Jinja District DMMS-FP Isabirye Dan indicated that 14 health facilities had been supervised and guided on management of medicines during FY 2019/2020. There were no reports covering quarter I, II and III.</p>	0
	<p>Maximum 7 points on this performance measure</p>			
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>There was evidence that the LG allocated at least 30% of District / Municipal Health office Budget to Health Promotion and Budget Prevention Activities.</p> <p>Page 7 of the grant guideline stipulated that a minimum of 30% of the non-wage should be allocated for community-based health promotion, education and prevention programmes to workplaces, schools, vulnerable urban and rural communities.</p> <p>The funds allocated to DHOs office were Ugx 47,748,000 as per page 30 of the budget estimates</p> <p>Of which Ugx 12,576,000 was allocated to Health promotion as per page 25 of the budget estimates and Ugx. 27,214,000 on monitoring and inspection as per page 30 of the budget estimates</p> <p>All totaling to Ugx. 39,790,000</p> <p>Thus, percentage of the PHC NWR funds that was allocated to health promotion activities was = <math>(39,790,000/47,748,000) \times 100=83.3\%</math></p> <p>This was within the allowable at least 30% that was spent on promotion and prevention activities.</p>	2
	<p>Maximum 4 points on this performance measure</p>			

11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p>	<p>b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0</p>	<p>During FY 2019/2020 Jinja district LG Health Department had conducted many activities in the area of Health promotion, disease prevention and Social Mobilization. For instance, in Minute 2, of a meeting report dated 17th December 2019, the EPI –Focal Person explained the 5 Pillars of RED categorization tool for delivery of quality EPI services. These pillars include: Planning and management of resources; Engaging with Communities; Reaching Target Populations; Monitoring and use of data for decision making; and Support supervision. Minute 4 was a presentation on Quarter I (April-June 2019, and quarter II, July-September 2019 district performance in EPI using the REC/RED categorization tool. Jinja district fell between Category 3 and 4. The district resolved to work hard and push Jinja district to Category 1.</p> <p>In quarter II (Sept-December 2019) the district conducted several activities to prepare, mobilize for the national Measles-Rubella immunization Campaign and put emphasis on the participation of HC IIs and VHTs.</p>	1
	<p>Maximum 4 points on this performance measure</p>			
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p>	<p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p>	<p>A support supervision report by Magambo Joash, the EPI-FP dated 17th July 2019 indicated that the district had conducted support supervision in 34 health facilities in the 4th quarter of FY 2019/2020, Specific action plans were drawn for each health facility supervised.</p> <p>A report of a 3 days meeting held 15th to 18th September 2019 outlined HIV management in the Jinja district and the performance indicators were as follows: ART initiation to newly identified clients was 77%; Retention at 12 months was 73%; Viral Load suppression was 97%; and Option B+ was 97%.</p> <p>In quarter I July-September 2019 Kagoma HSD conducted community (VHT &amp; LC1) sensitization about prevention and early detection of NCDs and Communicable diseases.</p>	1
	<p>Maximum 4 points on this performance measure</p>			

## Investment Management

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p>	<p>J</p> <p>At the time of assessment, Jinja LG availed a General Assets register and the Medical Inventory Register to the LGPA team . The General Assets Register contained information for all departments including Health Departments. It had items like Land titles, buildings, and motor vehicles.</p> <p>In addition the Health Department had its own Medical Inventory Register for Medical Equipment, and Medical Furniture.</p>	1
	<p>Maximum 4 points on this performance measure</p>			
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the LG Development Plan; (ii) desk appraisal by the LG; and (iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG)): score 1 or else score 0</p>	<p>The DDP Plan highlighted broader activities which included health maternity wards constructed at HC IIIs ( Wakitaka, Mpambwa, Butagaya, Renovation of Kakaire MCH, Bugembe HC IV), outpatients renovated at ,Bubugo, Nalinaibi, Bugembe, Mafubira, Kikira, Wakitaka and Muwumba HC III) all indicated on page 214 of the DDP II</p> <p>The budget conference held on 31st October 2019, Ref section 6.2, page 8 of the budget report included the description of the activities that were to be undertaken which included construction of Nailinaibiand Nsozibiri HCII, renovation of wards at Buwenge HCIV and renovation of staff houses at Buwenge HCIV.</p> <p>Thus, the LG was compliant in this area.</p>	1
	<p>Maximum 4 points on this performance measure</p>			
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>There was no evidence indicating that the LG had conducted field appraisal to check for environmental and social acceptability.</p>	0
	<p>Maximum 4 points on this performance measure</p>			

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

Maximum 4 points on this performance measure

d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0

There was evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist for example;

i. Renovation and remodeling of OPD at Muwumba Health Center III. Screened and endorsed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

ESMP for Renovation and remodeling of OPD at Muwumba Health Center III. Some of the project activities under construction phase were: Excavation, digging pit, bush clearing, environment component: Vegetation, soil, surface water, human beings. Environment concern: Erosion especially during rainy season when soil is loose. Destruction of vegetation, occupational hazards during construction. Increased dust levels due to removal of vegetation. Mitigations by contractor: Limit vegetation clearance to the specific area of the site, replant vegetation on the construction area upon completion of the project.

ii. Renovation of Wakitaka Health Center III OPD. Screened and endorsed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

ESMP for Renovation of Wakitaka Health Center III OPD.

Some of the project activities under construction phase were: Excavation, digging pit, bush clearing, environment component: Vegetation, soil, surface water, human beings. Environment concern: Erosion especially during rainy season when soil is loose. Destruction of vegetation, occupational hazards during construction. Increased dust levels due to removal of vegetation. Mitigations by contractor: Limit vegetation clearance to the specific area of the site, replant vegetation on the construction area upon completion of the project

iii. Renovation of the District Health Office. Screened and endorsed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

ESMP for Renovation of the District Health Office.

Some of the project activities under construction phase were: Excavation, digging pit, bush clearing, environment component: Vegetation, soil, surface water, human beings. Environment concern: Erosion especially during rainy season when soil is loose. Destruction of vegetation, occupational hazards during construction. Increased dust levels due to removal of vegetation. Mitigations by contractor: Limit vegetation clearance to the specific area of the site, replant vegetation on the construction area upon completion of the project. Therefore, the LG scored zero on this indicator.

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY ) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was a Submission letter/memo to the PDU, unfortunately, the letter was not dated</p> <p>The AWP was available.</p> <p>There was evidence that the LG health department did not timely submit e.g.</p> <p>a) Construction of three stance emptable latrine at Nalinaibi H/C II. S. No. 214 Page 35</p> <p>b) Construction of three stances empty-able latrine at Nsozibiri H/C II S. No. 215 Page 35</p> <p>c) Construction of four stance emptable- latrine at Buwenge General Hospital S. No. 216 Page 35</p> <p>d) Completion of Buwenge General Hospital</p> <p>e) completion of maternity ward at Buwenge H/C IV S. No. 217 Page 36</p> <p>f) Renovation of District Health Offices phase II. S. No. 219 Page 36.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>Memos of copy of Form PP1 to PDU submitted on:</p> <p>a) Construction of three stance emptable latrine at Nalinaibi H/C II. S. No. 214 Page 35, dated 12th October 2020</p> <p>b) Construction of three stance emptable latrine at Nsozibiri H/C II S. No. 215 Page 35, dated 12th October 2020</p> <p>c) Construction of four stance emptable latrine at Buwenge General Hospital S. No. 216 Page 35 .</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>As per the Health infrastructure investments for the previous FY was approved by the District Contracts Committee minutes.</p> <p>Minutes for the District Contract Committee Meeting for the FY 2019-2020 held on,4th December 2019, Min 00025/DCC/2019-2020 held on Unknown room for approval of evaluation reports and award of contracts</p> <p>Contract Committee Chairperson: Mr. Baliraine Paul-DEO.</p> <p>a) Renovation of office of the DHO .</p> <p>Procurement Ref No. Jinj511/2019-2020/00257.</p> <p>Min 00025/DCC/2019-2020(5).</p> <p>Contractor: Marick Allied Companied Uganda Ltd</p> <p>Amount: UGX. 39,887,151</p> <p>b) Renovation of OPD AT Bugembe HCIV AND A construction of a waiting shade</p> <p>Procurement Ref No. Jinj511/2019-2020/00260.</p> <p>Min 00025/DCC/2019-2020(4).</p> <p>Contractor: Jit Consult Ltd</p> <p>Amount: UGX. 31, 604, 064</p> <p>c) Renovation of Wakitaka HCII AND Extension of the Labaratory</p> <p>Procurement Ref No. Jinj511/2019-2020/00258.</p> <p>Min 00025/DCC/2019-2020(6).</p> <p>Contractor: Jaluko Contractors Uganda Ltd</p> <p>Amount: UGX. 35,786,642</p> <p>Therefore, there were no Health infrastructure investments requiring SG approval.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p>	<p>No evidence was availed for verification during assessment period</p>	0
	<p>Maximum 10 points on this performance measure</p>	<p>If there is no project, provide the score</p>		



13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p>	<p>All sampled infrastructure projects implemented followed the standard technical designs provided by the LG Engineer</p> <p>a) Renovation of Wakitaka HCIII (Mafumbira sub county)</p> <p>Procurement Ref No: Jinj511/wrks/2019-2020/00258</p> <p>Extension was made with a laboratory, painting works, some partitions enlarged, two doors seen with Motice locks, gravel around the health facility and grass planted . The facility generally exhibited good works amidst the budget available. However, completion report missing</p> <p>b) Partial Renovation of DHO office block</p> <p>Procurement Ref No: Jinj511/wrks/2019-2020/00257</p> <p>The works included Ceiling works, painting walls (Vinyl Silk paint), vanish on doors, tables and chairs, fixed book shelves (made from Tiber of Muvule species in board room and records room. There were well joined, sanded and vanished. They measured 4100mm long x 300mm. and spaced at 450mm.</p> <p>There were minor cracks on the ceiling of the board room. However, completion report missing</p> <p>c) Renovation of Bugembe HCIV OPD (Bugembe Town Council)</p> <p>Procurement Ref No: Jinj511/wrks/2019-2020/00260</p> <p>Renovation works included painting works, removal of warped doors and replace them with new ones and construction of waiting shade. The supporting galvanized steel pipes were 75mmdiameter x 2mmm thick round hollow section of 3500mm. The iron sheets were G.28 pre-painted roofing sheets with roofing nails rubber washers</p> <p>All these were confirmed and in line with the BOT developed by the Department of works. Repairs on windows and door shutters with Motice locks were fixed.</p>	1
<p>Maximum 10 points on this performance measure</p>	<p>If there is no project, provide the score</p>			
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p>	<p>No reports for the clerk of works were availed to the assessment team.</p>	0
<p>Maximum 10 points on this performance measure</p>	<p>If there is no project, provide the score</p>			

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was no evidence of monthly site meetings were conducted for because it did not require any site meeting.</p>	0
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13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was no evidence that project site meetings were held on a monthly basis as per guidelines.</p>	0
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13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>There was evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes</p> <ul style="list-style-type: none"> <li>• For the Renovation of BugembeHCIV,OPD and Construction of awaiting shed at the Lab by Gi-Ti consult Ltd, Contractor submitted the request for works/payment certification on 23rd January,2020 was certified by the DHO on 17th February,2020 and by Engineer on 22nd February,2020 and IPC1 paid on 8th July,2020 with Voucher No.28172969 amounting to Ugx.27,636,430 (taking 6 working days)</li> <li>• For the Renovation of 2 Offices at Muwumba HCIII by PAEN General Holdings Ltd, Contractor submitted the request for works/payment certification on 3rd February,2020 was certified by the DHO on 30th April,2020 and by Engineer on 30th April2020 and IPC1 with Voucher No.29302648 amounting to Ugx.6,437,600 (taking 30 working days).</li> </ul> <p>Whereas the payment to GI-TI consult was certified within 6 days, the payment to PAEN General Holdings was certified in 30 days, hence the LG was not compliant in this area.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>Procurement files for health infrastructure projects for the previous FY were complete. For instance:</p> <p>a) Renovation of office of the DHO.</p> <p>Procurement Ref No. Jinj511/2019-2020/00257. Min 00025/DCC/2019-2020(5). Contractor: Marick Allied Companies Uganda Ltd Amount: UGX. 39,887,151</p> <ul style="list-style-type: none"> <li>• Advert: Selective Bidding</li> <li>• Requisition forms PPF1: 18th November 2019.</li> <li>• The Evaluation report dated 2nd December 2019</li> <li>• BEB Notice: 4th December 2019</li> <li>• Letter of Bid Acceptance: 11th December 2019</li> <li>• Bidder's acceptance: 11th December 2019</li> <li>• Contract agreement: 9th January 2020.</li> </ul> <p>b) Renovation of OPD at Bugembe HCIV and construction of a waiting shade</p> <p>Procurement Ref No. Jinj511/2019-2020/00260. Min 00025/DCC/2019-2020(4). Contractor: Jit Consult Ltd Amount: UGX. 31, 604, 064</p>	1

- Advert: Selective Bidding
- Requisition forms PPF1: 18th November 2019.
- The Evaluation report dated 2nd December 2019
- BEB Notice: 4th December 2019
- Letter of Bid Acceptance: 11th December 2019
- Bidder's acceptance: 12th December 2019
- Contract agreement: 16th December 2019

c) Renovation of Wakitaka HCII and Extension of the Laboratory

Procurement Ref No. Jinj511/2019-2020/00258.

Min 00025/DCC/2019-2020(6).

Contractor: Jaluko Contractors Uganda Ltd

Amount: UGX. 35,786,642

- Advert: missing
- Requisition forms PPF1: missing
- The Evaluation report dated missing
- BEB Notice: missing
- Letter of Bid Acceptance: missing
- Bidder's acceptance: missing
- Contract agreement: missing

## Environment and Social Safeguards

14

Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework

a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0

At the time of assessment, there was no evidence that the Local Government had recorded, investigated, responded and reported health grievances in line with the LG grievance redress framework because there was no grievance redress committee. Therefore, the LG scored zero.

0

Maximum 2 points on this performance measure

15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0</p>	<p>There was no evidence that the LG had Disseminated guidelines on health care / medical waste management to health facilities</p>	0
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0</p>	<p>There was no evidence that the LG had in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider).</p>	0
15	<p>Safeguards for service delivery: LG Health Department ensures safeguards for service delivery</p> <p>Maximum 5 points on this performance measure</p>	<p>c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0</p>	<p>There was evidence of a report (not referenced) on training of selected VHT in Butagaya sub county, aimed at improving VHT/ICCM reporting, material Health indicators on 11th to 12th June 2020 at Budima Health Center III Butayaga Sub county funded by RHITES EC. The objectives were to orient VHTs and supervisors in the revised HMIS reporting tools, information flow, Timelines of reporting. However, this report did not mention anything on medical waste management therefore the LG scored zero.</p>	0
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0</p>	<p>There was no evidence of costed ESMP was incorporated into designs, BoQs, bidding, and contractual documents for health infrastructure projects of the previous FY for Renovation and remodeling of OPD at Muwumba Health Center III.</p> <p>ii. Renovation of Wakitaka Health Center III OPD.</p> <p>iii. Renovation of the District Health Office. Therefore, the LG scored zero.</p>	0

16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p>	<p>There was no evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability. The assessment team was informed that land surveying was on going but there was no documentation to prove so. Therefore, the LG scored zero.</p>	0
16	<p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p>	<p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p>	<p>There was no evidence that the LG Environment Officer Maganda Moses and DCDO Kyangwa Ivan conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs for FY 2019-2020 projects under Health department for;</p> <p>i Renovation and remodeling of OPD at Muwumba Health Center III.</p> <p>ii. Renovation of Wakitaka Health Center III OPD.</p> <p>iii. Renovation of the District Health Office. The monitoring reports provided were prepared by the ADHO Bagagine Nathan. Therefore, the LG scored zero.</p>	0

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

Maximum 8 points on this performance measure

d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0

There was evidence of Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO. prior to payments of contractor for;

i. Renovation of DHO's office at the District Headquarters. Certificate completed and signed by the Senior Environment Officer Maganda Moses on 23rd July 2020 but the DCDO had not signed on the certificate. Contractor name: M/s Marick Allie Companies (u) Ltd. Contractor no. JINJ 511/works/2019-2020/000257. Payment certificate no. 1 was dated 25th May 2020, Payment certificate no. 2 was dated 24th September 2020.

ii. There was no evidence for Environment and Social Certification of Wakitaka Health Center II although there were payments certificates. Certificate no.1 dated 27th March 2020, Certificate no.2 dated 10th June 2020.

iii. There was no evidence for Environment and Social Certification of renovation of 2 offices at Muwumba Health center III although there were payments certificates. Certificate no.1 dated 26th February 2020. Therefore, the LG scored zero.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees  <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional.  If the district rural water source functionality as per the sector MIS is:  o 90 - 100%: score 2  o 80-89%: score 1  o Below 80%: 0	From the Ministry of Water and Environment MIS sector data report, it was observed that Jinja DLG had rural water source functionality percentage of 87% ( Water summary 2019/2020)	2
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees  <i>Maximum 4 points on this performance measure</i>	b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:  o 90 - 100%: score 2  o 80-89%: score 1  o Below 80%: 0	From Water and Sanitation committee FY 2019/20 from the Ministry of Water and Environment , it was observed that Jinja DLG had established 948 Water and Sanitation committees out of which only 838 WSCs were functional translating to $(838/948)*100= 88.4\%$	1
2	Service Delivery Performance: Average score in the water and environment LLGs performance assessment  <i>Maximum 8 points on this performance measure</i>	a. The LG average score in the water and environment LLGs performance assessment for the current. FY.  If LG average scores is  a. Above 80% score 2  b. 60 -80%: 1  c. Below 60: 0  (Only applicable when LLG assessment starts)	Not applicable	0



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

*Maximum 8 points on  
this performance  
measure*

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

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

o If 80-99%: Score 1

o If below 80 %: Score 0

There was evidence that Jinja DLG planned and budgeted for water projects during FY 2019/20 in sub counties with safe water coverage below the district average-

In the AWP FY 2019/2020 dated 9th August, 2019, the LG planned to drill 12 number Boreholes at estimated budget of Ugx.312,000,000 in the following sub counties;

Buyengo sub county 95% allocated Ugx.52,000,000

Budondo sub county 95 % allocated  
Ugx.52,000,000

Butagaya sub county 95% allocated  
Ugx.52,000,000

Busedde sub county 95% allocated Ugx.26,000,000

Buwenge sub county 95% allocated Ugx.  
104,000,000

Mafubira sub county 26% allocated Ugx.26,000,000

The district average safe water access by the end of the FY 2018/19 was at 66%. In the fourth quarter progress report FY 2019/20 dated 24th July, 2020 page 10 in the budget expenditure indicated Ugx.312, 000,000 of the development budget spent giving 100%.

In the borehole completion report dated June, 2020, it was observed that all the twelve(12) water sources planned had been completed including the one(1) in Mafubira sub county which was below the district average access leading to,

$(1/1) * 100 = 100\%$

Therefore, LG had 100% implementation rate to the above water source projects.

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

*Maximum 8 points on  
this performance  
measure*

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

o If within +/-20% score 2

o If not score 0

For the sampled projects the following observations  
were recorded concerning;

The engineers' estimate and the contract price'

- Consultancy services for siting, and construction supervision of 12 boreholes; Engineers' estimate was Ugx.36,000,000. the contract price was UGX.36,000,000. variation was Ugx.00

- Borehole drilling, casting and installation of 12 boreholes; Engineers' estimate was Ugx.240,600,000 the contract price was UGX.240,330,667 variation was Ugx.-269,333 equivalent to  $(269,333/240,600,000)*100$

= 0.11%

- Construction of water borne toilet at Kamwokya RGC.

the engineers' estimate was Ugx.50,000,000, the contract price was Ugx.49,410,140 with a variation of Ugx.-589,860 equivalent to  $(-589,860/50,000,000)*100 = 0.01\%$ .

- Rehabilitation of District water office fence; the engineers' estimate was Ugx.17,109,000, the contract price was Ugx.17,035,778 with a variation of Ugx.73,222 equivalent to  $(73,222/17,109,000)*100 = 0.43\%$ .

Therefore, the LG scores the 2 points since all the variations in the contracts were within +/-20%

The negative meant that the Engineers' estimate was higher than the cost quoted by the contractors.

2	<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <p>o If 100% projects completed: score 2</p> <p>o If 80-99% projects completed: score 1</p> <p>o If projects completed are below 80%: 0</p>	<p>There was evidence that all of WSS infrastructure projects were completed as per the annual work plan by the end of the FY as observed from;</p> <ul style="list-style-type: none"> <li>• Report on consultancy services for siting and construction supervision of 12 boreholes dated 19th December, 2019 by DWO for Buyengo, Budondo, Busedde, Butagaya, and Buwenge sub counties.</li> <li>• Report for construction of a public water borne toilet at Kamwokya T/C by Jaluuko hardware and contractors Ltd for FY 2019/2020 dated 5th May, 2020 by DWO.</li> <li>• Inspection report for rehabilitation of DWO fence and Ecosan toilet by Jinja hand pump mechanics team for FY 2019/2020 dated 20th December 2019</li> <li>• The fourth quarter progress report of FY2019/2020 dated 24th July, 2020 page 10 indicated that the DWO planned 12 boreholes at a cost Ugx. 312,000,000 and achieved 12 at a cost of Ugx.3, 000,000, making 100% achievement. There was also water borne toilet planned and completed at a total cost of Ugx.51,212,000 giving 100% achievement (page 10 of financial progress report fourth quarter FY2019/20). Borehole completion report for drilling, pump testing, casting and installation of 12 boreholes by Multec consults (U) Ltd dated June 2020.</li> </ul>	2
3	<p>Achievement of Standards: The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <p>o If there is an increase: score 2</p> <p>o If no increase: score 0.</p>	<p>From the MWE MIS data on functionality of water sources, it was observed that during FY 2018/19, Jinja DLG registered water source functionality of 85% and in FY 2019/20, the functionality was 87% leading to;</p> <p><math>(87-85)/85 \times 100 = 2.4\%</math> increase in the water source functionality.</p>	2
3	<p>Achievement of Standards: The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water &amp; sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <p>o If increase is more than 5%: score 2</p> <p>o If increase is between 0-5%: score 1</p> <p>o If there is no increase: score 0.</p>	<p>According to MWE MIS data for FY 2018/19, Jinja DLG had functional WSCs equivalent to 729 and in FY 2019/20 functional WSCs had increased to 838 in number, this gave an increase of 109 functional WSCs leading to <math>(109/729) \times 100 = 15\%</math> increase.</p>	2

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>There was evidence that DWO had accurately reported on WSS facilities constructed in the previous FY and performance of the facilities was as reported according to;</p> <ul style="list-style-type: none"> <li>• Borehole completion report for drilling, pump testing, casting and installation of 12 boreholes by Multec consults (U) Ltd dated June 2020.</li> <li>• Report on consultancy services for siting and construction supervision of 12 boreholes dated 19thDecember, 2019 by DWO for Buyengo, Budondo, Busedde, Butagaya, and Buwenge sub counties.</li> <li>• Report for construction of a public water borne toilet at Kamwokya T/C by Jaluuko hardware and contractors Ltd for FY 2019/2020 dated 5thMay, 2020 by DWO.</li> <li>• Inspection report for rehabilitation of DWO fence and Ecosan toilet by Jinja hand pump mechanics team for FY 2019/2020 dated 20th December 2019.</li> </ul>	3
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p>	<p>There was evidence that Jinja LG DWO collected and compiled quarterly information on sanitation facilities;</p> <p>Verification report for WSS facilities for rehabilitation FY 2019/2020 by AEO dated 21st May, 2020</p>	2
5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p>	<p>MIS data report on new Boreholes on form 1 and 4 was submitted on 24thJuly, 2020 to PS MWE and a copy of receipt was seen. Some of the sources submitted included;</p> <ul style="list-style-type: none"> <li>• On 27thAugust, 2019 a report on Kisasi H/C source in Busedde sub county was seen</li> <li>• On 27thAugust, 2019 a report of Kyabwe Anna in Butagaya sub county</li> <li>• On 6thJuly, 2020 a report of Busegula P/S in Buyengo sub county was seen</li> <li>• On 3rdSeptember, 2019 a report of Walwino Edward in Buyengo sub county was seen</li> </ul>	3

5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance  <i>Maximum 7 points on this performance measure</i>	c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0  <i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i>	There was no evidence availed to the Assessment team to verify that Jinja DLG held LLG assessment during the FY 2019/20	0
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### Human Resource Management and Development

6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff  <i>Maximum 4 points on this performance measure</i>	a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2	There was evidence that the DWO had budgeted for its departmental staff.  In the Annual work plan and approved budget for FY 2019/20 page 22 PBS dated 9th August, 2019 under Water supply development budget, amount equivalent to Ugx.73,730,000 for the water staff.	2
6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff  <i>Maximum 4 points on this performance measure</i>	b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2	No information was availed for verification	0
7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.  <i>Maximum 6 points on this performance measure</i>	a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3	1. Mr. Kyombo Alex Fredrick the Assistant Engineering Officer was last appraised by the DWO on 13/6/2019 and endorsed by the PAS on 24/7/2019  2. Mr. Mudanya Moses the Assistant Engineering Officer was last appraised by the Senior Town Engineer on 1/8/2018 and endorsed by the Town Clerk on 2/5/2018	0

7

0

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

*Maximum 6 points on this performance measure*

b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3

There was no evidence that District Water Office has identified capacity needs of staff from the performance appraisal process and no training activities were conducted in adherence to the training plans at district level.

### Management, Monitoring and Supervision of Services.

8

0

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

*Maximum 6 points on this performance measure*

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

According to the MWE Jinja DLG had average safe water coverage during FY 2019/20 at 67% and in the AWP FY2020/2021 page 14 the following sub counties were planned and budgeted for water sources with a total development budget of Ugx. 432,000,000 for 16 water sources and the allocation was as below;

- Buyengo sub county at 95% with allocation of Ugx.54,000,000,
- Budondo sub county at 95% with allocation of Ugx.54,000,000,
- Butagaya sub county at 95% with allocation of Ugx.108,000,000,
- Buwenge sub county at 95% with allocation of Ugx.81,000,000
- Mafubira sub county at 26% with allocation of Ugx.54,000,000
- Busedde sub county at 95% with allocation of Ugx.81,000,000.

Therefore, the total development allocation of Ugx. 54,000,000 was allocated to sub county with water access average coverage of 26% (Mafubira sub county) out of the total allocation to all sub counties of Ugx.432,000,000 Leading to  $(54,000,000/432,000,000)*100 = 12.5\%$  budget allocation to sub counties below the district average hence the LG scored zero (0)

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	<p>There was evidence that the DWO had communicated to the LLGs their respective allocations per source to be constructed in the current FY. This was done by displaying the information at the Jinja District water Office notice board dated 19th August,2020 and indicated the following information;</p> <ul style="list-style-type: none"> <li>• Buyengo sub county Ugx.54,000,000,</li> <li>• Budondo sub county Ugx.54,000,000,</li> <li>• Butagaya sub county Ugx.108,000,000,</li> <li>• Buwenge sub county Ugx.81,000,000</li> <li>• Mafubira sub county Ugx.54,000,000</li> </ul>	3
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p> <ul style="list-style-type: none"> <li>• If more than 95% of the WSS facilities monitored quarterly: score 4</li> <li>• If 80-99% of the WSS facilities monitored quarterly: score 2</li> <li>• If less than 80% of the WSS facilities monitored quarterly: Score 0</li> </ul>	<p>There was evidence that the DWO had communicated to the LLGs their respective allocations per source to be constructed in the current FY. This was done by displaying the information at the Jinja District water Office notice board dated 19th August,2020 and indicated the following information;</p> <ul style="list-style-type: none"> <li>• Buyengo sub county Ugx.54,000,000,</li> <li>• Budondo sub county Ugx.54,000,000,</li> <li>• Butagaya sub county Ugx.108,000,000,</li> <li>• Buwenge sub county Ugx.81,000,000</li> <li>• Mafubira sub county Ugx.54,000,000</li> </ul>	4
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	<p>There was evidence that the DWO conducted two (2) out of four (4) quarterly DWSCC meeting and was verified in the following reports;</p> <ul style="list-style-type: none"> <li>• DWSCC meeting was held on 13thMarch, 2020 and the following issues were raised;</li> </ul> <p>Status of WATSAN facilities for quarter three 2019/2020 FY.</p> <ul style="list-style-type: none"> <li>• DWSCC meeting held 19thJune, 2020 for Quarter four 2019/2020 FY.</li> </ul>	0

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

*Maximum 8 points on this performance measure*

c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2

There was evidence that the DWO had communicated to the LLGs their respective allocations per source to be constructed in the current FY. This was done by displaying the information at the Jinja District water Office notice board dated 19th August,2020 and indicated the following information;

- Budondo sub county at 95% with allocation of Ugx.54,000,000,
- Butagaya sub county at 95% with allocation of Ugx.108,000,000,
- Buwenge sub county at 95% with allocation of Ugx.81,000,000
- Mafubira sub county at 26% with allocation of Ugx.54,000,000
- Busedde sub county at 95% with allocation of Ugx.81,000,000.

Mobilization for WSS is conducted

*Maximum 6 points on this performance measure*

a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:

- If funds were allocated score 3
- If not score 0

There was evidence that the DWO allocated budget to the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities as follows;

In approved Annual work plan and budget FY 2019/20 page 20 the following was observed,

NWR was equivalent to Ugx.31,410,000 PBS,

Commissioning of WSS allocated Ugx.4,000,000 ,

DWSCC meetings allocated Ugx.1,300,000,

Training WUCs allocated ugx.2,500,000

Establishment of WUCs allocated Ugx.1,252,000

Educating hygiene in RGCs allocated Ugx.3,762,000

Sensitisation of communities on O&M of public latrines allocated Ugx.3,000,000

Therefore, the total budget allocated Ugx.15,814,000 was equivalent to Ugx. 31,410,000 giving  $(15,814,000/31,410,000)*100$

=50.35%.



10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&amp;M of WSS facilities: Score 3.</p>	<p>There was no evidence availed to the assessment team to verify that the District Water Officer in liaison with the Community Development Officer had trained WSCs on their roles on OEM of WSS facilities during FY2019/20.</p>	0
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**Investment Management**

11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG: Score 4 or else 0</p>	<p>The assessment team was able to see and verify the existence of an up—to-date LG asset register which sets out water supply and sanitation facilities by location and LLG and the following information was seen;</p> <p>The assets register for water facilities was last updated on 13th July, 2020 with the following water sources;</p> <ul style="list-style-type: none"> <li>• Muyinda Fred source found in Kasozi village Itakaibolu Parish in Busedde sub county,</li> <li>• Butanakya Charles source found in KibundaireBudhaga village in Lubani parish in Butagaya sub county,</li> <li>• Mutekanga David source found in Lukolo west village in Nawangoma Parish in Budondo Sub County.</li> <li>• Balaba Katende source found in Bituli village in Budima Parish in Butagaya Sub County</li> </ul>	4
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11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>b. Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible: Score 4 or else score 0.</p>	<p>There was evidence that all water projects were derived from the LGDP and were eligible for expenditure.</p> <p>In the Jinja Development Plan (DDP) 2015/16 to 2019/20 page 226, had the following;</p> <p>Drilling, casting and installation of boreholes at estimated cost of Ugx.481,340,475 annually for five (5) years.</p> <p>Protection of five (5) spring wells at estimated cost of Ugx.24,310,125.</p> <p>Also desk appraisal was conducted as was evidenced by the report on consultancy services for Ground water hydrological survey for 12 Boreholes prepared by Balbert water solutions Ltd dated 18th November, 2019. It included the data collection, desk review, reconnaissance survey, stake holder consultations in villages, and planning for works.</p>	4
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11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2</p>	<p>There was evidence that all budgeted investments for current FY had completed applications from beneficiary communities as observed below;</p> <p>Application dated 10thOctober, 2018 for Buwagi L.C.1 source in Budondo sub county requesting for Boreholes,</p> <p>Application dated 23rdMarch, 2019 for Nawaguma B source in Butagaya sub county requesting for Borehole</p> <p>Application dated 2ndApril, 2019 for Bulama B source in Buyengo sub county requesting for borehole</p> <p>Application dated 28thJuly, 2020 for BuwoleroMawolero L.C1 source in Buwenge sub county requesting for borehole.</p>	2
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2</p>	<p>There was evidence to prove that the LG had conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY as was evidenced by the report on consultancy services for Ground water hydrological survey for 12 Boreholes prepared by Balbert water solutions Ltd dated 18thNovember, 2019. It included the data collection, desk review, reconnaissance survey, stake holder consultations in villages, and planning for works.</p>	2
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2</p>	<p>There was evidence that all water infrastructure projects for the current FY (2020/2021) were screened for environmental and social risks/ impacts and ESMPS prepared. However the ESMPs were not costed before being approved for construction and incorporated into BoQs, for example;</p> <p>i. Drilling of borehole sites at Adebe David site in Kanama village, Busedde sub county. Screening forms filled and signed the Senior Environment Officer Maganda Moses on 14th October 2020 and the DCDO Kyangwa Ivan on 17th July 2020.</p> <p>ESMP for drilling casting and installation of Boreholes in Busedde sub county. Some of the impacts from the management plans were: Noise generation. Indicator: records on complaints on noise pollution by the site neighboring communities. Mitigation measures: limit vehicle movement to the sites. Noise generating activities should be limited to morning and late evening hours. Equipment not in use should be switched off, use of well-conditioned equipment. Frequency of monitoring: Regular checks by the District Water Officer and the Environment Officer. Responsibility: District Water Officer and the Environment Officer. ESMP prepared</p>	0

and endorsed Environment Officer Maganda Moses on 14th October 2020 and the DCDO Kyangwa Ivan on 17th July 2020.

ii. Drilling of borehole at Nawambose primary school in Buyongo sub county. Screening forms filled and signed the Senior Environment Officer Maganda Moses on 14th October 2020 and the DCDO Kyangwa Ivan on 17th July 2020.

ESMP for drilling casting and installation of Boreholes in Buyongo sub county. Some of the impacts from the management plans were: Noise generation. Indicator: records on complaints on noise pollution by the site neighboring communities. Mitigation measures: limit vehicle movement to the sites. Noise generating activities should be limited to morning and late evening hours. Equipment not in use should be switched off, use of well-conditioned equipment. Frequency of monitoring: Regular checks by the District Water Officer and the Environment Officer. Responsibility: District Water Officer and the Environment Officer. ESMP prepared and endorsed Environment Officer Maganda Moses on 14th October 2020 and the DCDO Kyangwa Ivan on 17th July 2020.

iii. Drilling of borehole at Sulaiman Mwanga's site in Nakabango B village, Mafubira sub county. Screening forms filled and signed the Senior Environment Officer Maganda Moses on 14th October 2020 and the DCDO Kyangwa Ivan on 17th July 2020.

ESMP for drilling casting and installation of Boreholes in Mafubira sub county. Some of the impacts from the management plans were: Noise generation. Indicator: records on complaints on noise pollution by the site neighboring communities. Mitigation measures: limit vehicle movement to the sites. Noise generating activities should be limited to morning and late evening hours. Equipment not in use should be switched off, use of well-conditioned equipment. Frequency of monitoring: Regular checks by the District Water Officer and the Environment Officer. Responsibility: District Water Officer and the Environment Officer. ESMP prepared and endorsed Environment Officer Maganda Moses on 14th October 2020 and the DCDO Kyangwa Ivan on 17th July 2020. However the ESMPs were not costed and yet it's from these that costings are incorporated into BoQs. Therefore no score awarded on this indicator.

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>There was evidence that the water infrastructure Investments for FY 2019/20 were incorporated in the LG approved procurement plan prepared on 4thMay, 2020, reference CR/105/5 approved by PPDA on, 18th June, 2020 (Revised version) consisted of</p> <ul style="list-style-type: none"> <li>- Borehole drilling of 12 number boreholes, item No.16 on page 3 of 16,</li> <li>- Construction of water borne toilet at Kamwokya RGC, item No.23 on page 4 of 16</li> <li>- Rehabilitation of water office fence, item No.24 on page 5 of 16</li> <li>- Rehabilitation of boreholes, item No. 45on page 7 of 16</li> </ul>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	<p>There was evidence that the water supply and public sanitation infrastructure for FY2019/20 were approved by the Contracts Committee before commencement of construction as verified from the following Contract Committee minutes;</p> <ul style="list-style-type: none"> <li>• Contract committee meeting held on 11thOctober, 2019, minute MIN.00016/DCC/2019-2020, approving the evaluation report for Consultancy services and drilling supervision.</li> <li>• Contract committee meeting, minute MIN/DCC/0010, held on 20thSeptember, 2019 approving the evaluation report for borehole drilling, casting and installation of 12 boreholes.</li> <li>• Contract committee meeting held on 11thOctober, 2020 under MIN.00016/DCC/2019-2020 approving the evaluation report for construction of water borne toilet at Kamwokya RGC.</li> <li>• Contract committee meeting held on 11thOctober, 2020 under MIN.00016/DCC/2019-2020 approving the evaluation report for rehabilitation of District Water office fence</li> </ul>	2

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	<p>There was evidence that the District Water Officer established the Project Implementation team as observed below;</p> <p>The project manager was appointed by the CAO in a letter with reference; CR/105/3 dated 2ndJuly, 2020.</p> <p>and contract implementation plans by DWO dated 6thNovember, 2019 were availed for verification as specified in the Water sector guidelines.</p>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	<ul style="list-style-type: none"> <li>• There was evidence that water and public sanitation infrastructure sampled at construction of water borne toilet at Kamwokya RGC in Msihi village Btamira in Buyengo sub county which was constructed by Jaluuko Hardware and contractors Ltd on-site inspection, the following was observed, item L in the BOQ 15mm thick plaster plith wall of 60m measured correct as in the BOQ;</li> </ul>	2
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>There was evidence that the relevant technical officers in Jinja DLG carried out monthly technical supervision of WSS infrastructure projects as observed from the following site reports;</p> <ul style="list-style-type: none"> <li>• Report for construction of a public latrine at Kamwokya Trading Center carried out by Jaluuko Hardware and contractors Ltd for FY 2019/2020 by Ereemye David DWO dated 5 May 2020.</li> <li>• Inspection report for rehabilitation of District water office fence and Ecosan toilet by Jinja Hand pump mechanics team for FY 2019/2020 dated 20thDecember, 2020</li> <li>• Drilling supervision report of 12 deep boreholes dated 19thJune 2020.</li> <li>• Borehole completion report for drilling, pump testing, casting and installation of 12 boreholes by Multec consults (U) Ltd dated June 2020</li> </ul>	2

<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p> <p>o If 100 % contracts paid on time: Score 2</p> <p>o If not score 0</p>	<p>There was evidence that the DWO has verified works and initiated 100% payments of contractors as follows ;</p> <ul style="list-style-type: none"> <li>• For rehabilitation of DWO fence and Ecosan by Jinja hand pump mechanics team, a requisition was raised on 16th December 2019 by the contractor and certified by the DWO on 16th December 2019, and CFO on 20th December, 2020.</li> <li>• For consultancy services for borehole siting and construction supervision by Balbert water solutions Ltd, a requisition was raised on 15th June, 2020 by the contractor and certified by the DWO on 15th June, 2020, CFO on 17th June 2020 voucher number 27362455,</li> <li>• For drilling, casting, and installation of 12 boreholes by Multec consult (U) Ltd, a requisition was raised on 18th June, 2020 by the contractor and certified by the DWO on 19th June, 2020, CFO on 22nd June, 2020 voucher number 30434334</li> <li>• For water borne toilet constructed at Kamwokya T/C in Buyengo sub county by Jaluuko hardware and contractors Ltd, a requisition was raised on 4th May, 2020 by the contractor and certified by the DWO on 5th May, 2020, CFO on 25th May, 2020 voucher number 29740041</li> </ul> <p>All payments were executed within the required timeframe of thirty (30) days.</p>
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Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements

*Maximum 14 points on this performance measure*

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

Score 2, If not score 0

The assessment team was able to see the complete procurement file for water infrastructure investments in place for each contract with all records as required by the PPDA Law as given below;

- For Drilling, casting and installation of 12 Boreholes, date of advert was 19th July, 2019 in the New vision newspaper, bid issue on 22nd July, 2019 bid receipt date was 22nd July, 2019, bid close /Opening date was 9th August, 2019

Evaluation report on the bid was 28th August, 2019, Contract committee minutes was on 20th September, 2019 and best evaluated bidder notice placed on, 20th September, 2019.

- For construction of water borne toilet at Kamwokya RGC, date of advert was 23rd September, 2019, bid issue on 27th September, 2019 bid receipt date was 27th September, 2019, bid close /Opening date was 27th September, 2019

Evaluation report on the bid was 10th October, 2019, Contract committee minutes was on 11th October, 2019 and best evaluated bidder notice placed on, 11th October, 2019.

- For consultancy services for borehole siting, and construction supervision of 12 Borehole,, date of advert was 19th July, 2019 in the New vision newspaper, bid issue on 26th July, 2019 bid receipt date was 9th August, 2019, bid close /Opening date was 9th August, 2019

Evaluation report on the bid was 10th October, 2019, Contract committee minutes was on 11th October, 2019 and best evaluated bidder notice placed on, 11th October, 2019.

- For Rehabilitation of District water Office, date of advert was 23rd September, 2019 (selective bidding), bid issue on 23rd September, 2019, bid receipt date was 27th September, 2019, bid close /Opening date was 27th September, 2019

Evaluation report on the bid was 10th October, 2019, Contract committee minutes was on 11th October, 2019 and best evaluated bidder notice placed on, 11th October, 2019.

## Environment and Social Requirements

13	<p>Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework</p> <p><i>Maximum 3 points this performance measure</i></p>	<p>Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:</p>	<p>At the time of assessment, there was no evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported a water and environment grievances as per the LG grievance redress framework, therefore the LG scored zero.</p>	0
		<p>Score 3, If not score 0</p>		
14	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs:</p>	<p>There was no evidence that the DWO and the Environment Officer have disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs. Therefore the LG scored zero.</p>	0
		<p>Score 3, If not score 0</p>		
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans &amp; natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>There was evidence that the water source protection plans and natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented as were presented in the Social Management Plans for example; : Tree and grass planting along around the water sources , newly constructed boreholes. Which are to be monitored. Frequency of Monitoring: Quality Monitoring by the District Water Officer and the Environment Officer. Responsibility: District Water Officer and the Environment Officer.</p>	3



15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p>There was evidence of a letters of agreement for safe water source construction and access by community users for example;</p> <p>i. Certificate of title freehold register volume JJA 236, Folio 2 area 0.240 hectares, county Kagoma Jinja District known as Block (Road) 7 plot 309 at Musisi. Ownership Jiinja District LG (Buyenga Sub county) of P.O Box 1551, Jinja dated 12th April 2016. Where the construction of a water borne toilet was done.</p> <p>ii. Certificate of freehold register volume JJA113, Folio 22 area 0.2560 hectares, county Jinja Municipality. Jinja District known as Block (Road) square. Plot 4D at old Boma. Ownership Jinja LG of P.O Box 1551, Jinja dated 10th March 2015.</p> <p>iii. Agreement for use of land for development of community water source (borehole) dated 2nd February 2016 were Muwazi Ssali (land owner) provided his piece of land at Kainogoga village in Mafubira sub county. The agreement was endorsed by the area Chairperson Bogere Muhammadi.</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c. Evidence that E&amp;S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:</p> <p>Score 2, If not score 0</p>	<p>There was evidence that Environment and Social certification forms were completed and endorsed by the Environment Officer Maganda Moses on 13th July 2020. However the DCDO Kyangwa Ivan had not signed on the certificate yet it was a requirement. The certificate was issued to M/s Jinja Hand pump Mechanic, procurement no. Ref: JINJ 511/works/2019-2020/00222.</p> <p>ii. Environment and social Certificate completed and signed by the Environment Officer Maganda Moses on 23rd July 2020 for M/s Maliks Enterprises (U) Ltd for rehabilitation of District Water Office fence and construction of Ecosan toilet. Ref: JINJ 511/900478/2019-2020/00157. However the DCDO had not signed on the certificate.</p> <p>iii.Environment and social Certificate completed and signed by the Environment Officer Maganda Moses on 23rd July 2020 for M/s Jaluo Hardware and Contractors Ltd, Ref: JINJ 511/9008/2019-2020/00039 for construction of V.I.P latrines in Butamira, Buyenga sub county. However the DCDO had not signed on the certificate.</p>	0

Safeguards in the  
Delivery of Investments

*Maximum 10 points on  
this performance  
measure*

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

Score 2, If not score 0

There was no evidence that the CDO and  
environment Officers

Undertook monitoring to ascertain compliance

With ESMPs; and provide monthly reports.  
Therefore the LG scored zero.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p>	<p>There was no evidence of available data on irrigated land for the last two FYs</p>	0
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> <li>• By more than 5% score 2</li> <li>• Between 1% and 4% score 1</li> <li>• If no increase score 0</li> </ul>	<p>There was no evidence of increased acreage on newly irrigated land, Since LG was just starting the irrigation programme there was no record for previous year</p>	0
2	<p>Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• Above 70%; score 4</li> <li>• 60 – 69%; score 2</li> <li>• Below 60%; score 0</li> </ul> <p>Maximum score 4</p>	<p>There was no evidence of any score in micro scale irrigation for LLG, the grant was rolled out this financial year and activities were just kicking off</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	na	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	na	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	There was no evidence that the variation in contract price and Engineer's estimate was within +/-20% since the procurement process had not started	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY  • If 100% score 2  • Between 80 – 99% score 1  • Below 80% score 0	There was no evidence that contracts were signed for MSI equipments during the previous FY since the procurement had not started	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure  • If 100% score 2  • If 75 – 99% score 1  • If below 75% score 0	The LG had recruited 27 Extension workers in the 12 LLGs against the expected 48 workers according to the staffing structure of the LG. This gives $27/48 \times 100 = 56\%$	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF  • If 100% score 2 or else score 0	xx	0

4	<p>Achievement of standards: The LG has met staffing and micro-scale irrigation standards</p> <p>Maximum score 6</p>	<p>b) Evidence that the installed micro-scale irrigation systems during last FY are functional</p> <ul style="list-style-type: none"> <li>• If 100% are functional score 2 or else score 0</li> </ul>	<p>There was no evidence of installed micro scale irrigation systems during last FY since there was no grant for this activity</p>	0
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**Performance Reporting and Performance Improvement**

5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>The LG had recruited 27 Extension workers for LLGs. There was evidence that information on the position of Extension workers filled was accurate. When the assessor visited the three sampled LLG of Budondo S/C, Mafubira S/C and Bugembe T/Council, the Extension workers found were as indicated on the staff list of extension staff from the Production Department.</p> <p>At Budondo S/C the assessor found found 5 extension workers;</p> <ol style="list-style-type: none"> <li>1. Mr. Kasuku Aaron – Veterinary Officer</li> <li>2. Mr. Ann Maria Langwen – Agriculture Officer</li> <li>3. Mutesi Rebecca – Asst. Agriculture Officer</li> <li>4. Mr. Musasi Samuel Kitakufe – Asst. Vet. Officer</li> <li>5. Mr. Sekito Joseph – Ast. Entomology Officer.</li> </ol> <p>At Mafubira S/C;</p> <ol style="list-style-type: none"> <li>1. Mr. Erwana Richard – Asst. Vet. Officer</li> <li>2. Mr. Paul Mufumbira – Agriculture Officer</li> </ol> <p>At Bugembe T/Council, the T/Clerk did not provide list of staff at the LLG.</p>	2
5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p>	<p>There was no evidence that the information on micro scale irrigation system installed and functionality was accurate, there was no inventory of the equipment</p>	0

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>There was no evidence that information was collected quarterly on newly irrigated land since there was no any irrigation activities running</p>	0
Maximum score 6				
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p>	<p>b) Evidence that the LG has entered up to date LLG information into MIS: Score 1 or else 0</p>	<p>There was evidence that LG entered upto date LLG information into MIS and hit the target 0f275 according to MIS report generated on 30th/11/2020</p>	1
Maximum score 6				
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p>	<p>c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0</p>	<p>There was evidence that LG prepared quarterly report using information compiled from LLG in the MIS; 1st Quarter report FY 2020/2021 dated 30th/11/2020 compiled by Mukaya Muhammudu the DAE</p>	1
Maximum score 6				
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p>	<p>d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0</p>	<p>There was no evidence of developed approved performance improvement plan and therefore no implementation was done</p>	0
Maximum score 6				

6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0</p>	<p>There was no evidence of developed approved performance improvement plan and therefore no implementation was done</p>	0
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**Human Resource Management and Development**

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the LG has:</p> <p>i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0</p>	<p>There was evidence that the LG budgeted for extension workers as per the Departmental work plan 2020/2021 generated on 05/06/2020 and production staff list of 16/09/2019 prepared by the DPO Kasadha Tom</p>	1
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Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines

Maximum score 6

ii Deployed extension workers as per guidelines score 1 or else 0

The LG had recruited 27 Extension workers for LLGs. The LG did not budget for Extension workers as per guidelines and deployed extension workers as per guideline. When the assessor visited the three sampled LLG of Budondo S/C, Mafubira S/C and Bugembe T/Council, the Extension workers found were fewer than 6 staff as provided for in the staffing guidelines (staffing structure).

At Budondo S/C the assessor found found 5 extension workers;

1. Mr. Kasuku Aaron – Veterinary Officer

2. Mr. Ann Maria Langwen – Agriculture Officer

3. Mutesi Rebecca – Asst. Agriculture Officer

4. Mr. Musasi Samuel Kitakufe – Asst. Vet. Officer

5. Mr. Sekito Joseph – Ast. Entomology Officer.

At Mafubira S/C;

1. Mr. Erwana Richard – Asst. Vet. Officer

2. Mr. Paul Mufumbira – Agriculture Officer

At Bugembe T/Council, the T/Clerk did not provide list of staff at the LLG.



7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p>	<p>b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0</p>	<p>The LG had recruited 27 Extension workers for LLGs. There was evidence that Extension workers were working in LLG where they were deployed.</p>	0
	<p>Maximum score 6</p>		<p>The assessor visited the three sampled LLG of Budondo S/C, Mafubira S/C and Bugembe T/Council, the Extension workers found were as indicated on the staff list of extension staff from the Production Department.</p>	
			<p>At Budondo S/C the assessor found in the attendance book and on the list of staff found 5 extension workers as follows.</p>	
			<p>1. Mr. Kasuku Aaron – Veterinary Officer</p>	
			<p>2. Mr. Ann Maria Langwen – Agriculture Officer</p>	
			<p>3. Mutesi Rebecca – Asst. Agriculture Officer</p>	
			<p>4. Mr. Musasi Samuel Kitakufe – Asst. Vet. Officer</p>	
			<p>5. Mr. Sekito Joseph – Ast. Entomology Officer.</p>	
			<p>At Mafubira S/C;</p>	
			<p>1. Mr. Erwana Richard – Asst. Vet. Officer</p>	
			<p>2. Mr. Paul Mufumbira – Agriculture Officer</p>	
			<p>At Bugembe T/Council, the T/Clerk did not provide list of staff at the LLG .</p>	
7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines</p>	<p>c) Evidence that extension workers deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0</p>	<p>There was no evidence of that extension workers had been publicized and disseminated to LLG by among others displaying staff on the LLG notice board. It was only at Budondo S/C that the extension staff list was publicized on the notice board in the SAS' Officer.</p>	0
	<p>Maximum score 6</p>			
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p>	<p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the</p>	<p>The LG appraised extension staff/worker as follows.</p> <p>1. Mr. Kasuku Aaron a Veterinary Officer at Budondo S/C was last appraised by SAS on 23/10/2019</p>	0

Maximum score 4

previous FY: Score 1 else 0

2. Mr. Kapio Harman a Veterinary Officer at Buyengo S/C was last appraised by SAS on 30/1/2019

3. Mr. Langwen Ann Maria an Agriculture Officer at Budondo was last appraised on 18/7/2019

4. Mr. Ataliba Sarah an Asst. Vet. Officer at Buwenge S/C was appraised by SVO on 19/6/2020 and endorsed by SAS and SACAO 19/6/2020 and 10/7/2020 respectively with overall performance rating of 4

5. Mr. Mufumbiro Paul an Agriculture Officer at Mafubira S/C was appraised by SAS on 22/6/2020 and endorsed by PAO and SACAO on 30/6/2020 and 10/7/2020 respectively with overall performance rating of 3

6. Mr. Kagwa Shaphan an Agriculture Officer at Mafubira S/C was appraised by SAS on 23/6/2020 and endorsed by the PAO and SACAO on 24/6/2020 and 10/7/2020 respectively with overall performance rating of 4

7. Mr. Mutesi Rebecca an Asst. Agric. Officer at Budondo was appraised by SACAO on 26/6/2020 with overall performance rating of 4

8. Mr. Musasizi Samuel Kitakufe An Asst. Veterinary Officer at Budondo S/C was appraised by the Vet. Officer on 30/7/2020 and endorsed by SACAO on 7/7/2020 with overall performance rating of 4

9. Mr. Biwoye Victor a Fisheries Officer at Kakira T/C was appraised by the T/Clerk on 24/6/2020 and endorsed by the DPO and Ag, PAS on 25/6/2020 and 28/7/2020 respectively with overall performance rating of 4

10. Mr. Nyiiro Francis an Asst. Fisheries Officer at Busedde S/C was appraised by SAS on 22/6/2020 and endorsed by SACAO 23/6/2020 and 17/7/2020 respectively with overall performance rating of 4

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	a) Evidence that the District Production Coordinator has;  Taken corrective actions: Score 1 or else 0	There was no evidence of corrective action taken based on the appraisal reports.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	b) Evidence that:  i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	There was evidence that the training activities were conducted in accordance to the training plans at District level as per staff training report of 30th/11/2020 compiled by Mukaya muhammudu	1
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	ii Evidence that training activities were documented in the training database: Score 1 or else 0	There was no evidence that training activities were documented in the training data base	0

**Management, Monitoring and Supervision of Services.**

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.  Maximum score 10	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	na	0
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9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	na	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	na	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	na	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>There was evidence that the LG disseminated information on use of the farmer co-funding as per DTPC meeting held on 10th/09/2020 minute 09/DTPC/09/2020</p>	2

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p>	<p>There was no evidence that the DPO monitored on monthly basis the installed micro scale irrigation equipment. There were no equipment installed since the grant was just starting</p>	0
	<p>Maximum score 8</p>	<ul style="list-style-type: none"> <li>• If more than 90% of the micro-irrigation equipment monitored: Score 2</li> <li>• 70-89% monitored score 1</li> <li>Less than 70% score 0</li> </ul>		
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>b. Evidence that the LG has overseen technical training &amp; support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	<p>There was no evidence that the LG oversaw technical training and support to the approved farmers since the grant was just starting and no farmers had been approved</p>	0
	<p>Maximum score 8</p>			
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p>There was no evidence that LG provided hands on support to the LLG extension workers</p>	0
	<p>Maximum score 8</p>			
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	<p>There was no evidence that LG established and ran farmer field schools since the grant was just starting</p>	0
	<p>Maximum score 8</p>			

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	There was evidence that the LG conducted activities to mobilise farmers as per the, attendance lists for farmers of Nabitambala parish on 10th/09/2020, Busede subcounty 15th/09/2020, Bugaya subcounty 21th/09/2020 and Mafubira subcounty on 07th/09/2020 for awareness creation on MSI programme conducted by Mukaya Muhammodu DAE. Further evidence was captured from the payment voucher N0 32174494 dated 19th/10/2020 to Busoga one radio ltd for radio jingles to create awareness in LG	2
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	There was no evidence that the District trained staff and sensitised political leaders at LG and LLG levels,	0

### Investment Management

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0	There was no evidence that the LG had an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY	0
12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	na	0

12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p>There was no evidence that the District carried out farm visit to farmers that submitted complete EOI</p>	0
12	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>There was no evidence to show that the LG District Agricultural engineer publicized the eligible farmers that were approved on the notice board</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.</p>	na	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0</p>	na	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	na	0

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>d) Evidence that the micro-scale irrigation systems was approved by the Contracts Committee: Score 1 or else 0</p>	na	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0</p>	na	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0</p>	<p>There was no evidence to show that the micro scale irrigation equipment installed was in line with the design output sheet since no installations had been done</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Agricultural Engineer or Contracted staff): Score 2 or else 0</p>	<p>There was no evidence that LG conducted regular technical supervision of micro scale irrigation projects</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>h) Evidence that the LG has overseen the irrigation equipment supplier during:</p> <p>i. Testing the functionality of the installed equipment: Score 1 or else 0</p>	<p>there was no evidence to show that the LG oversaw the equipment supplier during the testing of the functionality of the installed equipment since no supply had been made</p>	0



13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	There was no evidence to show that the LG oversaw the handover of equipment to the approved farmer since no equipment had been delivered	<b>0</b>
	Maximum score 18			

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	na	<b>0</b>
	Maximum score 18			

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	na	<b>0</b>
	Maximum score 18			

**Environment and Social Safeguards**

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	There was evidence of nature and avenues to address grievance displayed on the production department notice boards	<b>2</b>
	Maximum score 6			

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been:  i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	N/A	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been:  ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	N/A	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been:  iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	N/A	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been:  iv. Reported on in line with LG grievance redress framework score 1 or else 0	N/A	0

**Environment and Social Requirements**

15	Safeguards in the delivery of investments Maximum score 6	a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.  score 2 or else 0	There was no evidence that the LG disseminated micro scale irrigation guidelines to provide for proper sitting, land access and there were no copies of MOUs between LGs and farmers	0
15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.  i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	N/A	0
15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	N/A	0
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	N/A	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	N/A	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	Evidence that the LG has recruited or requested for secondment of staff for all critical positions in the District Production Office responsible for micro-scale irrigation  Maximum score is 70	If the LG has recruited the Senior Agriculture Engineer score 70 or else 0.	Mr. Mukaya Muhammudu was appointed Senior Agriculture Engineer on probation on 22/3/2019 under Min. 104/JDSC/2019 and confirmed on 21/1/2020 under Min. 03/JDSC/2020.	70
<b>Environment and Social Requirements</b>				
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.  Maximum score is 30	If the LG: a. Carried out Environmental, Social and Climate Change screening, score 15 or else 0.	N/A	0
2	Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.  Maximum score is 30	b. Carried out Social Impact Assessments (ESIAs) where required, score 15 or else 0.	N/A	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	If the LG has recruited: a. 1 Civil Engineer (Water), score 15 or else 0.	The LG appointed Mr. Ereemye David was appointed Senior Water Officer on 24/3/2005 under Min. 275 of 2004	15
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Ms. Babirye Jane a SCDO was mentioned the Asst. Water Officer Mobilization but no letter appointing was available.	10
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	Mr. Mudanya Moses was appointed Assistant Engineering Officer on 2/5/2018 under Min. 175/JDSC/2018 (ii)	10
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	d. 1 Natural Resources Officer , score 15 or else 0.	Mr. Baruzalire Fredrick the Principal Forest Officer was assigned the duties of DNRO by the CAO Mr. Kanyesigye William on 29/9/2020 by letter ref: CR/152/1.	0
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	e. 1 Environment Officer, score 10 or else 0.	Mr. Gidudu Patrick was appointed Environment Officer on probation on 22/3/2019 under Min. 102/JDSC/2019 and confirmed on 8/11/2019 under Min. 321/JDSC/2019.	10
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions.	f. Forestry Officer, score 10 or else 0.	Mr. Baruzalire Fredrick was appointed the Principal Forest Officer on 19/3/3018 under Min. 152/JDSC/2018 (ii)	10

**Environment and Social Requirements**

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

If the LG:

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

There was evidence of Environmental, Social and Climate Change screening/Environment forms filled and endorsed by the Environment Officer Maganda Moses and the DCDO Kyangwa Ivan for example;

i. Borehole drilling at Kainogoga village in Mafubira sub-county. Screening forms filled and signed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO on 19th June 2019.

ii. Construction of a lined VIP latrine at Butamira, Buyongo sub county. Screening forms filled and signed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO on 19th June 2019.

iii. Rehabilitation of the District water office fence and Ecosan toilet. Screening forms filled and signed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO on 19th June 2019.

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

b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.

There was evidence that the LG carried out ESMPs however they were prepared endorsed by the Environment Officer only on 19th July 2019, yet the requirement was Environment Officer and DCDO for example;

i. ESMP for drilling, casting and installation of borehole at Kainogoga village in Mafubira sub-county. Some of the Environment impacts were: Loss of vegetation. Indicator: Number of trees cut down and acreage of vegetation cleared. Mitigation: Tree and grass planting along around the water sources. Frequency of Monitoring: Quality Monitoring by the District Water Officer and the Environment Officer. Responsibility: District Water Officer and the Environment Officer.

ii. ESMP for Construction of lined VIP latrines in Rural Growth Centers of Kamwokya Trading Center, Butamira in Buyongo sub county. Some of the Environment impacts were: Under the construction phase, Excavations/digging pit, Bush clearing. Environment components affected: Vegetation, soil, surface water, human beings. Environment concerns: Erosion, causing siltation of surface water downstream, destruction of vegetation, occupational hazards during construction. Mitigations: Limit vegetation clearance to the specific area of the site of the latrine.

iii. ESMP for Construction of a lined VIP latrine at Butamira, Buyongo sub county. Some of the Environment impacts were: Under the construction phase, Excavations/digging pit, Bush clearing. Environment components affected: Vegetation, soil, surface water, human beings. Environment concerns: Erosion, causing siltation of surface water downstream, destruction of vegetation, occupational hazards during construction. Mitigations: Limit vegetation clearance to the specific area of the site of the latrine . Therefore no score awarded because the DCDO had not endorsed on the ESMPs.

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

c. Ensured that contractors got abstraction permits issued by DWRM, score 10 or else 0.

At the time of assessment, there was no evidence that the contractors got abstraction permits issued by DWRM. Therefore the LG scored zero.



No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>If the LG has substantively recruited or formally requested for secondment of:</p> <p>a. District Health Officer, score 10 or else 0.</p>	<p>Dr. Nantamu Dyogo Peter was appointed on promotion from Senior Health Inspector on 2/5/2013 under Min. 137/JDSC/2013</p>	10
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0</p>	<p>Ms. Mirembe Jean Frances was appointed DHO-MCH on promotion and transfer of service from Senior Nursing Officer on 27/2/2014 under Min. 70/JDSC/2014</p>	10
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>c. Assistant District Health Officer Environmental Health, score 10 or else 0.</p>	<p>Mr. Bagagaire Nathan was appointed ADHO-Environmental Health on promotion on 22/2/2017 under Min. 19/JDSC/2017</p>	10

1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>d. Principal Health Inspector (Senior Environment Officer) , score 10 or else 0.</p>	<p>The LG did not have this position filled at the time of Assessment</p>	0
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>Ms.Mwangale Mubeeke Robinah was appointed on transfer and accelerated promotion as Senior Health Educator on 15/9/2009 under Min. 141/JDSC/2009</p>	10
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>Ms. Baluka Sheila was appointed Biostatistician on 23/4/2015 under Min. 455/JDSC/2015</p>	10
1	<p>Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions.</p> <p>Applicable to Districts only.</p> <p>Maximum score is 70</p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>	<p>Mr. Isabirye Mulani was appointed DCCT on promotion from Cold Chain Technician on 9/4/2015 under Min. 268/JDSC/2015</p>	10

1 Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.

*Applicable to MCs only.*

*Maximum score is 70*

h. If the MC has in place or formally requested for secondment of Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.

1 Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.

*Applicable to MCs only.*

*Maximum score is 70*

i. If the MC has in place or formally requested for secondment of Principal Health Inspector, score 20 or else 0.

1 Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.

*Applicable to MCs only.*

*Maximum score is 70*

j. If the MC has in place or formally requested for secondment of Health Educator, score 20 or else 0.

## Environment and Social Requirements

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

Maximum score is 30

If the LG carried out:

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

i. Renovation and remodeling of OPD at Muwumba Health Center III. Screened and endorsed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

ii. Renovation of Wakitaka Health Center III OPD. Screened and endorsed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

iii. Renovation of the District Health Office. Screened and endorsed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

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

Maximum score is 30

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

There was evidence of ESMP reports prepared and endorsed by the Environment Officer Maganda Moses. The DCDO had not endorsed on the reports yet it was a requirement for example;

i.ESMP for . Renovation and remodeling of OPD at Muwumba Health Center III. Some of the project activities under construction phase were: Excavation, digging pit, bush clearing, environment component: Vegetation, soil, surface water, human beings. Environment concern: Erosion especially during rainy season when soil is loose. Destruction of vegetation, occupational hazards during construction. Increased dust levels due to removal of vegetation. Mitigations by contractor: Limit vegetation clearance to the specific area f the site, replant vegetation on the construction area upon completion of the project.

ii. ESMP for Renovation of Wakitaka Health Center III OPD.

Some of the project activities under construction phase were: Excavation, digging pit, bush clearing, environment component: Vegetation, soil, surface water, human beings. Environment concern: Erosion especially during rainy season when soil is loose. Destruction of vegetation, occupational hazards during construction. Increased dust levels due to removal of vegetation. Mitigations by contractor: Limit vegetation clearance to the specific area f the site, replant vegetation on the construction area upon completion of the project.

iii. Renovation of the District Health Office.

Some of the project activities under construction phase were: Excavation, digging pit, bush clearing, environment component: Vegetation, soil, surface water, human beings. Environment concern: Erosion especially during rainy season when soil is loose. Destruction of vegetation, occupational hazards during construction. Increased dust levels due to removal of vegetation. Mitigations by contractor: Limit vegetation clearance to the specific area of the site, replant vegetation on the construction area upon completion of the project. Therefore, the LG scored zero on this indicator.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	Evidence that the LG has substantively recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Education Office namely:  <i>The maximum score is 70</i>	If the LG has substantively recruited or formally requested for secondment of:  a) District Education Officer/ Principal Education Officer, score 30 or else 0.	Mr. Baliraine Paul Mugaju was assigned the duties of DEO on 29/9/2020 by the CAO by letter ref: CR/152/1 signed by Mr. Kanyesigye William the CAO.	0
1	Evidence that the LG has substantively recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Education Office namely:  <i>The maximum score is 70</i>	If the LG has substantively recruited or formally requested for secondment of:  b) All District/Municipal Inspector of Schools, score 40 or else 0.	1. The LG had appointed Mr. Baliraine Paul Mugaju the Principal Inspector of Schools on promotion on 6/3/2019 under Min. 68/JDSC/2019  2. Mr. Kiyimba Willy was appointed Inspector of Schools on promotion on 1/6/2018 under Min. 271/JDSC/2018  3. Ms. Nabetalgeme Alice was appointed Inspector of Schools on promotion o 28/12/2005 under Min. 206 (ii) c of 2005.	40

**Environment and Social Requirements**

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

If the LG carried out:

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

There was evidence that the LG had carried out Environmental, Social and Climate Change screening, forms filled and endorsed by the Environment officer and the DCDO for example;

i. .Construction of a 4 in 1 staff house and four (4) stance lined latrines at Bufuula primary school. Project was screened and endorsed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

ii. Construction of lined VIP latrines at Kizinga primary school.

Project was screened by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

iii. Construction of lined VIP at Ndiwansi primary school.

Project was screened by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

The Maximum score is 30

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

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

There was evidence that the LG had carried out Environment Social Management Plans for;

i. Construction of 4 in 1 staff house and 4 stance lined latrines at Bufuula primary school. . Some of the Project activities under construction phase were: Excavations/digging pit, bush clearance. Environment components affected: Vegetation, soil, surface water, human beings. Environment concern: Erosion especially during rainy season when the soil is loose. Destruction of vegetation. Occupational hazards during construction, increased dust levels due to removed vegetation. The ESMP was prepared and endorsed by the Environment Officer on 19th July 2019 however the DCDO had not signed.

ii. Construction of V.I.P lined latrines at Kizinga primary school. Some of the Project activities under construction phase were: Excavations/digging pit, bush clearance. Environment components affected: Vegetation, soil, surface water, human beings. Environment concerns: Erosion causing siltation of surface water downstream. Destruction of vegetation. Occupational hazard during construction. Mitigations: Limit vegetation clearance to the specific area of the site of the latrine. Replant vegetation on the construction area upon completion of the project. Fence off the pit during construction to prevent accidents. The ESMP was prepared and endorsed by the Environment Officer on 19th July 2019 however the DCDO had not signed.

iii. Construction of lined VIP latrines at Ndiwansi primary school.

Some of the Project activities under construction phase were: Excavations/digging pit, bush clearance. Environment components affected: Vegetation, soil, surface water, human beings. Environment concerns: Erosion causing siltation of surface water downstream. Destruction of vegetation. Occupational hazard during construction. Mitigations: Limit vegetation clearance to the specific area of the site of the latrine. Replant vegetation on the construction area upon completion of the project. Fence off the pit during construction to prevent accidents. The ESMP was prepared and endorsed by the Environment Officer on 19th July 2019 however the DCDO had not signed. Therefore, the LG scored zero.

The Maximum score is 30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	Mr. Mubiiwa Paul the Principal Accountant was assigned the duties of CFO on 29/9/2020 by the CAO Mr. Kanyesigye William by letter Ref: CR/152/1	0
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	Mr. Mubiru Nathan was appointed District Planner on 6/12/2017 under Min. 308/JDSC/2017	3
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	Mr. Buyinza Joseph Walton Isabirye was appointed District Engineer by retention in service on 7/9/2017 under Min. 214/JDSC/2017	3
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	Mr. Baruzalire Fredrick the Principal Forest Officer was assigned the duties of DNRO by the CAO Mr. Kanyesigye William on 29/9/2020 by letter ref: CR/152/1.	0



1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer,  score 3 or else 0	Dr. Kasadha Tom Waimaga was appointed DPO on accelerated promotion from Principal Veterinary Officer on 31/5/2018 under Min. 245/JDSC/2018	3
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	f. District Community Development Officer/ Principal CDO,  score 3 or else 0	Mr. Kyangwa Joab Ivan was appointed DCDO on promotion and transfer of service from SCDO on 11/4/2015 under Min. 216/JDSC/2016	3
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer,  score 3 or else 0	Mr. Muganza James was appointed DCO on accelerated promotion from Senior Commercial Officer on 6/1/2019 under Min. 359/JDSC/2019	3
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	other critical staff  h (i). A Senior Procurement Officer (Municipal: Procurement Officer)  score 2 or else 0.	Mr. Gulaale Fred was appointed the Senior Procurement on Promotion on 25/7/20008 under Min. 45 of 2008.	2
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.  Maximum score is 37.	h(ii). Procurement Officer (Municipal Assistant Procurement Officer),  score 2 or else 0	Ms. NansaziKaliga Christine was appointed Procurement Officer on promotion from Asst. Procurement Officer on 14/6/2011 under Min. 70/JDSC/2011	2

1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	i. Principal Human Resource Officer, score 2 or else 0	Ms. MwereRobinah was appointed Principal Human Resource Officer on retention inService of Jinja District on 7/9/2017 under Min. 269/JDSC/2017 (ii)	2
Maximum score is 37.				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	j. A Senior Environment Officer, score 2 or else 0	Mr. Maganda Moses was appointed Senior Environment Officer on promotion from Enviroment Officer on 19/3/2018 under Min. 156/JDSC/2018	2
Maximum score is 37.				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	k. Senior Land Management Officer, score 2 or else 0	1. Mr. Waiswa Fred was appointed SLMO on promotion and transfer of service from Physical Planner on 17/1/22018 under Min. 440/JDSC/2018	2
Maximum score is 37.				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	l. A Senior Accountant, score 2 or else 0	Mr. Kwesiga Gershom was appointed Senior Accountant on 26/9/2017 under Min. 257/JDSC/2017	2
Maximum score is 37.				
1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	m. Principal Internal Auditor for Districts and Senior Internal Auditor for MCs, score 2 or else 0	Mr. Balyejusa James Waiswa was appointed District Internal Auditor on promotion from Senior Accountant on 16/4/2014 under Min. 209/JDSC/2012	2
Maximum score is 37.				

1	Evidence that the LG has recruited or formally requested for secondment of staff for all critical positions in the District/Municipal Council departments.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	Mr. Waibi Fredrick Noah was appointed PHRO (Sec-DSC) on promotion from SHRO on 9/5/2017 under Min. 118/JDSC/2017.	2
Maximum score is 37.				
2	Evidence that the LG has recruited or formally requested for secondment of staff for all essential positions in every LLG	If LG has recruited or requested for secondment of:	The LG had 9 LLGs and 8 files of SAS appointed were availed for assessment as follows.	0
Maximum score is 15	a. Senior Assistant Secretaries in all LLGS,  score 5 or else 0	1. Mr. Magemeso Moses was appointed SAS on re-designation on 7/9/2017 under Min. 245/JDSC/2017 and deployed at Kakira T/Council.	2. Mr. Choli Guloba John was appointed Town Clerk on retention in service on 9/2/2018 under Min. 01/JDSC/2018 and deployed at Bugembe T/Council	
		3. Mr. Luboyera Manjeri was appointed T/Clerk on promotion and transfer of service on 18/5/2018 under Min. 237/JDSC/2018 and deployed at Buwenge T/Council		
		4. Mr. Akhwehaire Stephen was appointed SAS on promotion and transfer of services from CDO on 18/5/2015 under Min. 563/JDSC/2015 and deployed at Buwenge S/C		
		5. Mr. Waigulo Lawrence was appointed SAS on 18/12/2008 under Min. 142/JDSC/2008 and deployed at Butagaya S/C		
		6. Mr. KakaireAlamanzani was appointed SAS on 2/7/2007 under Min. 46 of 2007 and deployed at Budondo S/C		
		7. Mr. Buyinza Sula was appointed SAS on promotion and Transfer with service on 19/3/2018 under Min. 155/JDSC/2018		
		8. Mr. Baliraine Christopher was appointed SAS on probation on 9/5/2017 under Min. 112/JDSC/2017 and deployed at Mafubira S/C		

Evidence that the LG has recruited or formally requested for secondment of staff for all essential positions in every LLG	If LG has recruited or requested for secondment of: b. A Community Development Officer or Senior CDO in case of Town Councils, in all LLGS	The LG had 9 LLGs and appointed 8 CDOs as follows.
Maximum score is 15	score 5 or else 0.	<ol style="list-style-type: none"> <li>1. Ms. Kyenda Racheal was appointed SCDO on promotion on 9/12/2019 under Min. 345/JDSC/2019 and deployed at Buwenge T/C</li> <li>2. Mr. Kakaire Emmanuel was appointed SCDO on promotion on 12/2/2013 under Min. 75/JDSC/2013 and deployed at Kakira T/C</li> <li>3. Ms. Taumubula OLIVIA was appointed SCDO on 16/6/2016 under Min. 361/JDSC/2016 and deployed at Bugembe T/C</li> <li>4. Ms. Nawangoma Lydia Deborah was appointed CDO on 31/1/2019 under Min. 42/JDSC/2019 and deployed at Butagaya S/C</li> <li>5. Ms. Nampima Rose was appointed CDO on probation on 27/2/2014 under Min. 96/JDSC/2014 and confirmed on 10/4/2015 under Min. 272/JDSC/2015 and deployed at Buyengo</li> <li>6. Ms. Mirembe Gladys Dorothy was appointed CDO on promotion on 8/6/2016 under Min. and deployed at Mafubira S/C</li> <li>7. Ms. Nabirye Colleta was appointed CDO on probation on 5/5/2014 under Min. 97/JDSC/2014 and confirmed on 10/4/2015 under Min. 273/JDSC/2015 and deployed at Buwenge S/C</li> <li>8. Ms. Babirye Jane was appointed on transfer of service on 25/5/2015 under Min. 303/JDSC/2015 and deployed at Butagaya S/C</li> </ol>

<p>Evidence that the LG has recruited or formally requested for secondment of staff for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>If LG has recruited or requested for secondment of:</p> <p>c. A Senior Accounts Assistant or an Accounts Assistant in all LLGS,</p> <p>score 5 or else 0.</p>	<p>The LG had 9 LLG and appointed 9 SAA(Senior Accounts Assistant) as indicated below.</p> <ol style="list-style-type: none"> <li>1. Mr. Tibenkana Moses was appointed SAA by retention in service on 7/9/2017 under Min. 235/JDSC/2017(ii) and deployed at Budondo S/C</li> <li>2. Mr. MusanaKimbugwe was appointed SAA on transfer within service on 8/2/2018 under Min. 34/JDSC/2018 and deployed at Buwenge S/C</li> <li>3. Ms. Katumba Christine was appointed SAA on 28/12/2005 under Min. 182 (iv) b of 2005 and deployed at Busedde S/C</li> <li>4. Ms. Nabulumba Mary was appointed SAA on probation on 22/2/2017 under Min. 32/JDSC/2017 and confirmed on 20/8/2019 under Min. 301/JDSC/2019at Buwenge T/Council</li> <li>5. Ms. Mbwali Harriet was appointed the SAA on 6/6/2012 under Min. 105/JDSC/2012 and deployed at Kakira T/Council</li> <li>6. Ms. Wangobo David was appointed the SAA on promotion from Accounts Assistant on 21/1/2020 under Min. 37/JDSC/2020 and deployed at Bugembe T/Council</li> <li>7. Ms. Nanzizi Samson was appointed SAA on probation on 9/5/2019 under Min. 50/JDSC/2017 (A) and confirmed on 15/1/2019 under Min. 02/JDSC/2019 and deployed at Buyengo S/C</li> <li>8. Mr. Balikowa Fred was appointed SAA on promotion 7/9/2017 under Min. 234/JDSC/2017 (ii) and deployed at Mafubira S/C</li> <li>9. Mr. BuzaareKagwa Wilson was appointed SAA on transfer of service on 8/2/2018 under Min. 35/JDSC/2018 and deployed at Budondo S/C</li> </ol>
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## Environment and Social Requirements

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.  Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to:  a. Natural Resources department,  score 2 or else 0	From Audited Final Accounts for FY 2019/20, Statement of Appropriation of Accounts as of 30th June 2020 page 9, the budgeted funds for Natural Resources were Ugx.360, 230,358.  The LG allocated funds to Natural Resources Department worth Ugx. 357,903,358, page 9, of the Audited Final Accounts for FY 2019/20.  Which was $(357,903,358 / 360, 230,358) \times 100$  = 99.35%  Thus, the LG was non-compliant with the minimum condition as it allocated less funds to Natural Resources compared to the budget.	0
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3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.  Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to:  b. Community Based Services department.  score 2 or else 0.	From the Final Accounts for FY 2019/20, Statement of Appropriation Account as of 30th June 2020, page 9, the budgeted funds for Community Based Services Department were Ugx.725,798,999.  The LG allocated funds to Natural Resources Department worth Ugx. 278,262,276  Which was $(278,262,276 / 725,798,999) \times 100$  = 38.3%  Thus, the LG was non-compliant with in this area as it allocated 38.3% of the budgeted funds to Community Based Services department.	0
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Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.

Maximum score is 12

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

score 4 or else 0

There was evidence that the LG had carried out Environment and Social climate change screening prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG) in FY 2019-2020 for example;

i. Construction of a 4 in 1 staff house and four (4) stance lined latrines at Bufuula primary school. Project was screened and endorsed by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

ii. Construction of lined VIP latrines at Kizinga primary school.

Project was screened by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

iii. Construction of lined VIP at Ndiwansi primary school.

Project was screened by the Environment Officer Maganda Moses on 14th June 2019 and the DCDO Kyangwa Ivan on 19th June 2019.

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

Maximum score is 12

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

score 4 or 0

There was evidence that the LG had carried out Environment Social Management Plans for;

i. Construction of 4 in 1 staff house and 4 stance lined latrines at Bufuula primary school. . Some of the Project activities under construction phase were:

Excavations/digging pit, bush clearance. Environment components affected: Vegetation, soil, surface water, human beings. Environment concern: Erosion especially during rainy season when the soil is loose. Destruction of vegetation. Occupational hazards during construction, increased dust levels due to removed vegetation. The ESMP was prepared and endorsed by the Environment Officer on 19th July 2019 however the DCDO had not signed on the report.

ii. Construction of V.I.P lined latrines at Kizinga primary school. Some of the Project activities under construction phase were: Excavations/digging pit, bush clearance. Environment components affected: Vegetation, soil, surface water, human beings. Environment concerns: Erosion causing siltation of surface water downstream. Destruction of vegetation. Occupational hazard during construction. Mitigations: Limit vegetation clearance to the specific area of the site of the latrine. Replant vegetation on the construction area upon completion of the project. Fence off the pit during construction to prevent accidents. The ESMP was prepared and endorsed by the Environment Officer on 19th July 2019 however the DCDO had not signed on the report.

iii. Construction of lined VIP latrines at Ndiwansi primary school.

Some of the Project activities under construction phase were: Excavations/digging pit, bush clearance. Environment components affected: Vegetation, soil, surface water, human beings. Environment concerns: Erosion causing siltation of surface water downstream. Destruction of vegetation. Occupational hazard during construction. Mitigations: Limit vegetation clearance to the specific area of the site of the latrine. Replant vegetation on the construction area upon completion of the project. Fence off the pit during construction to prevent accidents. The ESMP was prepared and endorsed by the Environment Officer on 19th July 2019 however the DCDO had not signed on the ESMP report. Therefore the LG scored zero.



4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;	There was no evidence of Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG). However costing were captured in some of the bidding documents the Therefore the LG scored zero.	0
	Maximum score is 12	score 4 or 0		

### Financial management and reporting

5	Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.	If a LG has a clean audit opinion, score 10;	Will be reviewed in January 2020.	0
	Maximum score is 10	If a LG has a qualified audit opinion, score 5		
		If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0		

6	Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).	If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),	Jinja District submitted the responses on the Auditor General's report for FY2018/19 on 26th February 2020. The responses were received on 27th February 2020 by MOFPED, Accountant General, IGG, MOLG and Auditor General.	10
	maximum score is 10	score 10 or else 0.	Three queries were raised, and all were responded to and their status clarified as detailed below:  1. Timely procurement and implementation of activities 2. Settlement of payables 3. Vacant posts in the district 4. Unrealistic budgeting for roads 5. Unrealistic contract for Buwenge Seed School	
			The LG submitted status of implementation of Internal Auditor General report for 2018/19 on 26th February 2020 which was received on 27th February 2020 by MOFPED, Auditor General and Parliamentary LGAC. The number of queries raised were 25 as detailed below:  1. Complete staff house at Kizinga Primary School	

2. Unfunctional Staff toilet at Kakira
3. Lack of land titles
4. Undistributed bicycles in stores
5. Lack of lights in the district stores
6. Payment of wrong salary to a sports officer
7. Under collection of revenue
8. Unspent balance as of 31st December 2018
9. A generator for Buwenge General Hospital left in District stores
10. Lack of a midwife at Namwendwa HCII
11. Low repayment of UWEP funds
12. Lack of land title to a seed school
13. Vacant posts
14. Under payment of pensioners
15. Unaccounted for funds by a secondary school Kira College Butiki
16. Unaccounted for funds by a secondary school Busoga College Mwiri
17. Unaccounted for funds by a secondary school Glory Land SS
18. Unaccounted for funds by a secondary school Jinja College
19. Unaccounted for funds by a secondary school Lubani SS
20. Unaccounted for funds by a secondary school St John Wakitaka
21. Unaccounted for funds by a secondary school St Gonzanga Gonza
22. Unaccounted for funds by a secondary school Wairaka College
23. Unaccounted for funds by a secondary school PMM Girls School
24. Unpaid withholding tax by Pilkington Muguluka SS
25. Withholding tax of Kakira High School

All submissions were within the eligible deadline of February, thus the LG was compliant.

7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> <p>Maximum Score 4</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> <p>score 4 or else 0.</p>	<p>The LG had submitted the Annual performance contract for the FY2020/2021 on 05/06/2020, which was acknowledged by Permanent Secretary/Secretary to the Treasury, Permanent Secretary by date stamping 7/07/2020.</p> <p>This was within the acceptable time frame of 31st August 2020 hence the LG was compliant.</p>	4
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> <p>maximum score 4 or else 0</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>The annual performance report for FY 2019/20 was submitted on 20/08/2020 and received on 20th August 2020; Ref: PBS Annual Report FY 2019/20 dated 20/08/2020 signed by the CAO, Jinja, in copy was the LCV Chairperson (District).</p> <p>This was within the submission date of 31st August 2019.</p>	4
9	<p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p> <p>Maximum score is 4</p>	<p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p> <p>score 4 or else 0.</p>	<p>There was evidence that the LG had submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY 2019/2020, by 31st August 2020, within the time frame of 31st August,2020. Quarterly budget performance reports were submitted as follows.</p> <ul style="list-style-type: none"> <li>• Quarter 1 was submitted on 02/12/2019</li> <li>• Quarter 2 was submitted on 28/01/2020</li> <li>• Quarter 3 was submitted on 27/04/2020</li> <li>• Quarter 4 was submitted on 20/08/2020.</li> </ul> <p>Ref: PBS Local Government Quarterly Performance Report Jinja District FY 2019/20</p> <p>All reports were submitted via PBS.</p>	4