



LGPA 2020/21

Nakasongola District

(Vote Code: 544)

Assessment	Scores
Crosscutting Minimum Conditions	48%
Education Minimum Conditions	100%
Health Minimum Conditions	40%
Water & Environment Minimum Conditions	45%
Micro-scale Irrigation Minimum Conditions	0%
Crosscutting Performance Measures	59%
Educational Performance Measures	49%
Health Performance Measures	36%
Water & Environment Performance Measures	43%
Micro-scale Irrigation Performance Measures	5%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Service Delivery Outcomes of DDEG investments Maximum 4 points on this performance measure	<ul style="list-style-type: none"> Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): If so: Score 4 or else 0 	All the completed infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s) as per design/profile as per the sample of the following three sampled projects: The a 5 stance Latrine at Kibora P/S , fenced administration block and boreholes under the rural water grant.	4
2	Service Delivery Performance Maximum 6 points on this performance measure	<p>a. If the average score in the overall LLG performance assessment increased from previous assessment :</p> <ul style="list-style-type: none"> o by more than 10%: Score 3 o 5-10% increase: Score 2 o Below 5 % Score 0 	This Performance Measure was not applicable until LLGs are assessed.	0
2	Service Delivery Performance Maximum 6 points on this performance measure	<p>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.</p> <ul style="list-style-type: none"> If 100% the projects were completed : Score 3 If 80-99%: Score 2 If below 80%: 0 	<p>There was evidence that 4 out of 5 projects planned to be implemented in the LG Annual Work Plan for the year 2019/20 were completed 80% as below:</p> <ol style="list-style-type: none"> 5 stance Latrine at Kibora Primary School; Boreholes under the rural water grant; Fencing of Nakasongola District Headquarters; and Phase II Construction of Staff House at Irima Health Centre II in Kalungu Sub County. <p>Phase II Wabinyonyi Seed secondary school project was not completed.</p> <p>Therefore 5 projects were planned for and 4 completed; $4/5 \times 100\% = 80\%$.</p>	2

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 Nakasongola District Local Government budgeted and spent all the DDEG for the FY 2019/2020 within the eligible expenditures as defined in the DDEG guidelines as evidenced by the expenditure on projects amounting to UGX 44,798,642 for Nakasongola District H/Qs, UGX 51,008,614 for Lwampanga S/C, UGX 34,000,000 for Kalungi S/C and all other sub counties

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

The variations in the contract price to for all the DDEG projects reviewed was within +/-20% of the LG Engineers estimates.

3 DDEG projects sampled.

These are the details of the projects reviewed.

1. Fencing of Nakasongola District Headquarters

Contract No: NAKS 544/Wrks/2019-2020/00025

Approved under: Min 36/CC/3/20

Contract Price: 49,291,550

Engineer's Estimate:49,544,660

Price Variation: -253,110

Percent Variation: 0.51%

Comment: Variation is within the range of +/-20%

2. Classroom Block

Contract No: NAKS 544/Wrks/2019-2020/00007

Approved under: Min 160/CC/10/19

Contract Price: 23,859,600

Engineer's Estimate:26,752,960

Final Price: 24,676,400

Price Variation: -2,076,560

Percent Variation: -7.76%

Comment: No variation

3. Phase II Construction of Staff House at Irima Health Centre II in Kalungu Sub County

Contract No: NAKS 544/Wrks/2019-2020/00016

Approved under: Min 180/CC/12/19

Contract Price: 36,666,146

Engineer's Estimate:38,038,480

Final Price: 34,832,833

Price Variation: -3,205,647

Percent Variation: -8.43%

Comment: No variation

4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,</p> <p>score 2 or else score 0</p>	<p>There was evidence that the information on the positions filled in LLGs as per minimum staffing standards is accurate. Evidence was from the approved LG structure, the staff list from the production department and also from the staff lists from the 3 sampled LLGs namely Wabinyonyi Sub county (16 staff members), Nakasongola Town council (the staff list was not accessible since the T/C was absent) and Kakooge Sub county.(18 staff members.)</p>	2
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"> • If 100 % in place: Score 2, else score 0. <p>Note: if there are no reports produced to review: Score 0</p>	<p>All the completed infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s) as per design/profile as per the sample of the following three sampled projects: The a 5 stance Latrine at Kibora P/S , Phase II Wabinyonyi Seed secondary school and boreholes under the rural water grant</p>	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>	<p>This Assessment Indicator has not started</p>	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>	<p>There was no evidence of performance improvement plans for the lowest performing LLGs for the current FY. based on the previous assessment results because LLGs were not assessed.</p>	0

5	Reporting and Performance Improvement Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY: Score 2 or else score 0	The HRO explained that the LG has never developed any performance improvement plans and hence no implementation of such plans was made.	0
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Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED. Score 2 or else score 0	The LG submitted the staffing requirements for the FY 2021/2022 to MoPS. This was evidenced in the letter dated 17th September,2020, titled 'Submission of wage bill analysis and recruitment plan for FY 2021/2022' addressed to PS-MoFPED and endorsed by CAO. MoFPED, MoLG and MoPS acknowledged receipt of the letter on 24th September, 2020 before 30th September 2020.	2
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7	Performance management Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI): Score 2 or else score 0	The District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI): For example analysis of staff attendance for the months of September 2019 (21 working days), October 2019 (22 working days), November 2019 (21 working days), December 2019 (20 working days), January 2020 (22 working days), February 2020 (20 working days) and March 2020 (21 working days- affected by COVID 19 Pandemic). This analysis was also beefed up with a report on the analysis of staff attendance for the months of September 2019 to March 2020 dated 2nd April 2020 signed by Kanya Peter Human Resource Officer (Extra Duties).	2
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7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>From the information provided, all the HoDs of Department have been appraised as per the guidelines issued by MoPS during the previous FY as follows:</p> <p>The Senior Engineer/ Acting District Engineer Arinaitwe Joseph was appraised on 30th July, 2020, the District Production Officer Dr. Kitaka Gerald on 29th July, 2020, District Planner Namayega Rose on 21st August,2020, Principal Human Resource Officer Drici Charles on 28th August, 2020, District Internal Auditor Odongo Lebson on 31st July, 2020, Senior Environment Officer/ Acting District Natural Resource Officer Andama Charles on 16th July, 2020, Senior Commercial Officer/ Acting as District Commercial Officer Nabasumba Loy on 19th September 2020, District Community Development Officer Buyinza Simon on 30th July, 2020, Senior Lands Management Officer Segujja Mustafa on 30th June, 2020,Senior Assistant CAO Nakate Sarah on 13th July,2020, Chief Finance Officer Kirega Edith on 13th March,2020, DHO Byamukama Agaba on 6th August, 2020 and DEO Lubega Kajura on 30th June, 2020.</p>	1
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 implemented administrative rewards and sanctions as provided for in the guidelines. For example it was alleged that Mr. Akitwijuka Vicent – Physical Planner was ever absent from duty. There were warning letters from his former supervisor in 2012, from the former CAO in 2018, from Ag DNRO in 2019 and from CAO Abenaitwe in 2019. All these warning letters were available in his personal file.</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 has not established a functional Consultative Committee (CC) for staff grievance redress. The Acting HRO was not aware of such a committee and its functionality in the LG. Therefore no staff grievance was handled.</p>	0
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>100% of staff recruited during the previous FY accessed the salary payroll not later than two months after assumption of duty. They assumed duty in June and accessed payroll on 28th July, 2020. For example the Education Assistants and Health staff were recruited on 25th March, 2020 while others were recruited on 30th April 2020; they were posted on 8th May 2020. The delay to assume duty was due to COVID 19 Pandemic. Evidence was got from the individual payslips, Appointment letters, Posting instructions, assumption of duty and a letter inviting the new recruits for induction training dated June 22, 2020.</p>	1

Pension Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

From the list of pensioners who retired in 2019/2020, only one pensioner Gaweera Robert a head teacher retired on 25th November 2019 and accessed the pension payroll in January 2020. (not later than two months after retirement).

The other pensioners accessed payroll after two months after retirement as follows;

Nakayenga Esther a nursing Assistant retired on 23rd January 2020 and accessed payroll in July 2020.

Kaikara Margaret a Head teacher retired on 17th September 2019 and accessed payroll in January 2020.

Nyombi Disan an Assistant Accountant retired on 4th April 2020 and accessed payroll in July 2020.

Mbaziira Josephat District Natural Resource officer retired on 1st July 2019 and accessed payroll in Feb 2020.

Head Teachers Musana Pius and Kibikyo Edward retired on 1st July 2019 and 20th May 2020 respectively but had not accessed payroll at the time of this assessment.

Management, Monitoring and Supervision of Services.

10

Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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

Score 2 or else score 0

The Approved warrant reports submitted to MoFPED for the FY 2019/20 indicated that all DDEG funds were transferred in full to LLGs. UGX 124,629,349 was transferred per quarter as budgeted in the 2019/20 AWP. Quarter 1 warrant was on 25/7/2019; Quarter 2 warrant was on 14/10/2019; Quarter 3 warrant was on 13/01/2020 and Quarter 4 warrant was on 30/4/2020.

2

10

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: (within 5 working days from the date of receipt of expenditure limits from MoFPED):

Score: 2 or else score 0

The warrant report that was generated could not show dates as the report showed only months of warranting and no specific dates for the releases.

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 receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>Nakasongola DLG had CAO's correspondence letters to LLGs communicating DDEG Transfers to LLGs but there were no specific dates for the releases.</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>There was evidence that the LG supervised and mentored all LLGs . This was verified in Planners reports discussed in TPC on 19/12/2019, 27/8/2020 and 29/9/2020.</p>	2
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 of quarterly meetings held to discuss and take corrective actions by TPC as evidenced by minutes for the meetings held on 19/12/2019 discussing Q1, 27/8/2020 discussing Q2&3 and 29/9/2020 Discussing Q4.</p>	2

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>The Nakasongola DLG has an IFMS maintained and up-dated asset register covering details on buildings, vehicle, Land etc. as per format in the accounting manual and was updated as of October 30, 2020. The assets details of location, engraving, date of purchase , Cost values are all recorded in the assets register.</p>	2
		<p>Score 2 or else score 0</p>		
		<p>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</p>		
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>Nakasongola DLG used the Board of Survey report dated 30 June 2019 making Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets.</p>	1
		<p>Score 1 or else 0</p>		
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>Nakasongola District Local Government has a functional physical planning committee in place which has 3 sets of minutes but were not submitted to the MoLHUD during the FY 2019/2020.</p>	0

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 third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	There was no Desk appraisal report.	0
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>	There was no field appraisal report.	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>	There was no evidence that the TPC discussed project profiles.	0

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 LG had screened projects for current FY (2020/2021 FY) for environmental and social impacts and mitigation measures put in place where required as exemplified by the following projects:

- Completed Environmental and Social Screening Form (ESSF) for Construction of Mulonzi Seed Secondary School in Nabiswera Sub-county under UGIFT Funding, Dated 22/10/2020, Signed by Senior Environmental Officer/Acting District Natural Resources Officer, Signed by Senior Assistant Secretary - Nabiswera Sub-county.

- Completed Environmental and Social Screening Form (ESSF) for Construction of Two (2) Classroom Block at Kyalweza P/S in Kakooge Sub-county under SFG Funding (NAKS/544/WRKS/20-21/00004), Dated 19/October/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Phase II Construction of Perimeter Fence with Chain Link and Concrete Poles at Nakasongola DLG Headquarters in Nakasongola Town Council under DDEG Funding (NAKS/544/WRKS/20-21/00011), Dated 19/October/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Phase II Construction of Perimeter Fence with Chain Link and Concrete Poles at Nakasongola DLG Headquarters in Nakasongola Town Council under DDEG Funding (NAKS/544/WRKS/20-21/00011), Page 19 of Bidding Document Stamped on 03/September/2020 by Innovator Projects Limited had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 300,000 UGX for supply and planting of approved local tree seedlings as directed by the Environment Officer.

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	All infrastructure projects for the current FY that are to be implemented using the DDEG were incorporated in the LG approved procurement plan. Sampled projects under DDEG in approved Procurement Plan. 1. Construction of 5 stance lined pit latrine at Kiralamba and Migera UMEA Primary Schools; 2. Grading and fencing of Nakasongola Sports Centre at Wabinyonyi; 3. Phase III construction of Irima H/CII Staff House; 4. Phase II fencing of Nakasongola Administration block.	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	All infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction The following projects on the Procurement Plan appeared in the Contracts Committee Minutes. 1. Construction of 5 stance lined pit latrine at Kiralamba and Migera UMEA Primary Schools – Min 121/CC/8/20 2. Phase II fencing of Nakasongola Administration block – Min122/CC/8/20 3. Phase III construction of Irima H/CII Staff House - Min122/CC/8/20	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	Projects constructed within the last FY were not overseen by an implementation team as prescribed within the sector guidelines The LG did not establish a Project Implementation Team (PIT) for school construction projects constructed within the last FY. Only the DSE and Supervisor of Works constituted the implementation team.	0

<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>The infrastructure projects implemented using DDEG did not follow the standard technical designs provided by the LG Engineer</p> <p>Only one project was availed for assessment.</p> <p>Standard drawings - 5 Stance VIP Latrine at Sasira Primary school</p> <p>Entrance - 1 m</p> <p>Door Height – 2.3m</p> <p>Splash Apron thickness – 0.1m</p> <p>Splash Apron width – 0.6m</p> <p>Width – 2.8 m</p> <p>Vent pipes – 5 No.</p> <p>Ramp – 1:12</p> <p>Measured dimensions at 5 stance lined pit latrine at Sasira Primary school</p> <p>Width of structure was 3.45 m</p> <p>Splash apron was 25 cm</p> <p>Ramp had 20 in 210 slope.</p> <p>Door entrance was 1m</p> <p>There were 5 vent pipes</p> <p>Only challenge was that weak mortar used.</p>
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<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>The LG did not provide supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY,</p> <p>From the supervision reports reviewed, only the Senior District Engineer and Supervisor of Works attended the site monitoring visits.</p> <p>The projects below were reviewed:</p> <ol style="list-style-type: none"> 1. Phase I fencing of district Dated 01-June-2020 signed off by –Muyingo Stephen 2. Staff House at Irima Signed off by Muyingo Stephen, dated 28-Feb-2020 3. Classroom block at Buyamba dated 7-Feb-2020 and signed off by Muyingo Stephen
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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 has verified works (certified) and initiated payments of contractors within specified timeframes as per contract Sample projects: 1. Two classroom block at Kiranga. Initiated on 15th June 2020 and approved on 16th June 2020 2. Staff house at Kalungi H/C. Initiated on 5th Mar 2020 and approved on 26th March 2020	1
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13	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 has a complete procurement file in place for each contract with all records as required by the PPDA Law Sampled procurement files include: 1. Renovation of staff house at Kalungi Health Centre III. Evaluation report and works contract availed on file Proc File: NAKS544/Wrks/2019-2020/00017 2. Construction of a two classroom block at Kiranga in Kalongo S/C. Evaluation Report and works contract seen on file. Proc File: NAKS544/Wrks/2019 -2020/00001	1
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Environment and Social Safeguards

14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant. Score: 2 or else score 0	There was NO Evidence that Nakasongola DLG had designated a person to coordinate response to feedback on grievance/complaints. There was NO Evidence that Nakasongola DLG had established a centralized Grievance Redress Committee (GRC).	0
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14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>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.</p>	<p>There was NO Evidence that Nakasongola DLG had specified a system for recording, investigating and responding to grievances. There was NO Evidence that Nakasongola DLG had a defined complaints referral path and public display of information at LG offices.</p>	0
		<p>If so: Score 2 or else 0</p>		
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p>	<p>There was NO Evidence that Nakasongola DLG had publicized the grievance redress mechanisms so that aggrieved parties would know where to report and get redress.</p>	0
		<p>If so: Score 1 or else 0</p>		
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with:</p>	<p>There was no complete and specific information to show that environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets in the current FY 2020/2021 .</p>	0
		<p>Score 1 or else score 0</p>		
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>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</p>	<p>Nakasongola District Local Government disseminated to LLGs the enhanced DDEG guidelines at the meeting held on 22/2/2020 in Health boardroom that included all leaders from LLGs and as per agenda item No. 5. After he meeting, guidelines were disseminated.</p>	1
		<p>score 1 or else 0</p>		

<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 costed 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 Evidence that Nakasongola DLG incorporated Costed Environmental and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for Discretionary Development Equalization Grant (DDEG) infrastructure projects of the previous FY (2019/2020 FY), where necessary, as exemplified by the following projects:</p> <ul style="list-style-type: none"> - Phase I Construction of Perimeter Fence with Chain Link and Concrete Poles at Nakasongola DLG Headquarters in Nakasongola Town Council under DDEG Funding (NAKS/544/WRKS/19-20/00025). Section J of Bidding Document Signed and Stamped on 05/March/2020 by Innovator Projects Limited had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 240,000 UGX for supply and planting of approved local tree seedlings as directed by the Environment Officer. - Phase II Construction of Staff House at Irima Health Center II in Kalungi Sub-county under DDEG Funding (NAKS/544/WRKS/19-20/00016). Bidding Document had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 15,000 UGX for planting 5No wood trees (<i>Terminalia superba</i>) and 10No fruit trees and maintaining the planted trees for 3 - 5 months to the point of establishment.
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Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

d. Examples of projects with costing of the additional impact from climate change.

Score 3 or else score 0

There WAS Evidence that Nakasongola DLG had projects with costing of the additional impact from climate change and costing of additional costs of addressing climate change adaptation as exemplified by the following projects:

- Phase II Construction of Perimeter Fence with Chain Link and Concrete Poles at Nakasongola DLG Headquarters in Nakasongola Town Council under DDEG Funding (NAKS/544/WRKS/20-21/00011), Page 19 of Bidding Document Stamped on 03/September/2020 by Innovator Projects Limited had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 300,000 UGX for supply and planting of approved local tree seedlings as directed by the Environment Officer.

- Phase I Construction of Perimeter Fence with Chain Link and Concrete Poles at Nakasongola DLG Headquarters in Nakasongola Town Council under DDEG Funding (NAKS/544/WRKS/19-20/00025). Section J of Bidding Document Signed and Stamped on 05/March/2020 by Innovator Projects Limited had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 240,000 UGX for supply and planting of approved local tree seedlings as directed by the Environment Officer.

- Phase II Construction of Staff House at Irima Health Center II in Kalungi Sub-county under DDEG Funding (NAKS/544/WRKS/19-20/00016). Bidding Document had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 15,000 UGX for planting 5 No wood trees (*Terminalia superba*) and 10 No fruit trees and maintaining the planted trees for 3 - 5 months to the point of establishment.

Safeguards for service delivery of investments effectively handled.

Maximum 11 points on this performance measure

e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:

Score 1 or else score 0

There WAS Evidence that all projects were implemented on land where the LG had proof of ownership, access and availability, without any encumbrances as exemplified by the following:

- Nakasongola DLG Department of Natural Resources presented a Memorandum of Understanding Dated 06/December/2019 offering land for Construction of a Borehole at Budengede Village, Kiwambya Parish, Kalongo Sub-county, Nakasongola District; Embossed with Signatures of Land Owners and Witnesses; Signed and Stamped by Budengede LC I Chairperson on 06/December/2019; Signed by Kalongo Sub county Chairperson on 17/December/2019; Signed by Kalongo Sub county Senior Assistant Secretary on 17/December/2019; Signed by Civil Engineer Water on 17/December/2019.

- Nakasongola DLG Department of Natural Resources presented a Memorandum of Understanding Dated 12/December/2019 offering land for Construction of a Borehole at Kigazi Village, Irima Parish, Kalungi Sub-county, Nakasongola District; Embossed with Signatures of Land Owners and Witnesses; Signed by Kigazi LC I Chairperson; Signed and Stamped by Kalungi Sub county LC III Chairperson on 12/December/2019; Signed and Stamped by District Water Officer on 12/December/2019.

- Nakasongola DLG Department of Natural Resources presented a Memorandum of Understanding Dated 05/December/2019 offering land for Construction of a Borehole at Rukoge Village, Kazwama Parish, Kalungi Sub-county, Nakasongola District; Embossed with Signatures of Land Owners and Witnesses; Signed and Stamped by Rukoge LC I Chairperson; Signed and Stamped by Kalungi Sub county LC III Chairperson; Signed and Stamped by District Water Officer.

<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 that Nakasongola DLG Environmental Officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs and provided monthly reports as exemplified by the following projects:</p> <ul style="list-style-type: none"> - Completed Environmental and Social Impact Report Form (ESIRF) for Upgrade of Kiralamba HC II to HC III in Kiralamba Village, Katuugo Parish, Kakooge Sub-county, Nakasongola District. Signed and Stamped by Mr. Andama Charles Ajuni, District Environment Officer, Nakasongola DLG on 24/09/2020. Signed by Mr. Buyinza Simon, District Community Development Officer; Nakasongola DLG on 24/09/2020. - Completed Environmental and Social Impact Report Form (ESIRF) for Phase II Construction of Staff House at Irima HC II in Irima Village, Irima Parish, Kalungi Sub-county, Nakasongola District. Signed by Ms Nabukeera Juliet, Community Development Officer, Kalungi Sub-county on 05/08/2019. Signed and Stamped by Mr. Andama Charles Ajuni, District Environment Officer, Nakasongola DLG on 29/08/2019. - Completed Environmental and Social Impact Report Form (ESIRF) for Phase II Construction of Wabinyonyi Seed Secondary School in Kakondi Village, Sikye Parish, Wabinyonyi Sub-county, Nakasongola District. Signed by Mr. Semaganda Mathias, Community Development Officer; Wabinyonyi Sub-county on 01/08/2019. Signed and Stamped by Mr. Andama Charles Ajuni, District Environment Officer, Nakasongola DLG on 30/08/2019. - Completed Environmental and Social Impact Report Form (ESIRF) for Construction of 5-Stance Lined Pit Latrine at Namukago P/S in Namukago Village, Lwampanga Parish, Lwampanga Sub-county, Nakasongola District. Signed by Mr. Kyagaba Rogers, Community Development Officer; Lwampanga Sub-county on 01/08/2019. Signed and Stamped by Mr. Andama Charles Ajuni, District Environment Officer, Nakasongola DLG on 30/08/2019.
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15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects:	Nakasongola DLG E&S Certification forms were completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects as evidenced by the following sampled contracts: Naks/544/wrks/17 – 18/00004: drilling of 10 boreholes at selected sites in Nakasongola district by KLR Uganda Ltd where E&S Certification forms were completed and signed by Environmental Officer on 13/2/2020	1
		Score 1 or else score 0	Naks/544/wrks/19 – 20/00009: rehabilitation of 10 boreholes under the rural water grant at selected sites in Nakasongola districts where E&S Certification forms were completed and signed by Environmental Officer on 13/2/2020 on 13/2/2020 Naks/544/wrks/19 – 20/00020: drilling, testing pumps, casting and installation of pumps by Galaxy A grotech (U) Ltd where the payment request was certified and recommended for payment as per contract and payment requests by the DWO on 22/6/2020	

Financial management

16	LG makes monthly Bank reconciliations Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:	Nakasongola DLG made monthly bank reconciliations and were up to-date at the point of time of the assessment on 2/11/2020 and also for the sample of the following 3 bank accounts: TSA A/C No 005440528000000 at Bank of Uganda; YLP Project A/C No 2110028000481 at Post Bank; and DLG Global fund A/C No 211,0028000166 at Post Bank.	2
		Score 2 or else score 0		
17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.	Nakasongola District Local Government produced quarterly internal audit reports for FY 2019/2020 and submitted them for; Quarter 1 on 30/10/2019 Quarter 2 on 31/1/2020 Quarter 3 on 25/7/2020 Quarter 4 on 21/9/2020	2
		Score 2 or else score 0		

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>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>Score 1 or else score 0</p>	<p>There was evidence that Nakasongola District Local Government provided information to the Council and the LG PAC on the status of implementation of internal audit findings for the FY 2019/2020 as per the meetings held on 20/9/2019, 11/12/2019 and 5/2/2020.</p>	1
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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>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>	<p>The quarterly internal audit reports for FY 2019/2020 were submitted to the CAO with submissions as follows: Quarter 1 on 30/10/2019, Quarter 2 on 31/1/2020, Quarter 3 on 25/7/2020 and Quarter 4 on 21/9/2020 and on the same dates the copies were submitted to LG PAC. The Reports were discussed in meetings held on 20/9/2019, 11/12/2019 and 5/2/2020.</p>	1
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Local Revenues

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>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.</p>	<p>Nakasongola District Local Government collected Local Revenue (OSR) for FY 2019/2020 amounting to UGX 536,205,800. The budgeted Local Revenue (OSR) for FY 2019/2020 was UGX 1,248,513,000. There was therefore 43% budget realisation as seen on vote 544.</p>	0
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19	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p>	<p>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</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. 	<p>Nakasongola District Local Government had OSR for FY FY 2019/2020 amounting to UGX 536,205,800 and OSR for FY 2018/2019 amounting to UGX 600,945,868. This shows a decrease of UGX 64,740,068 which gives a decrease of 11% in OSR as per Draft Final Accounts for FY 2018/19 and FY 2018/2019 for vote 544.</p>	0
20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>The sharable Local revenue was LST and the verified amount was UGX 93,062,000. Nakasongola DLG Remitted UGX 29,125,000 to Town councils, UGX 41,559,050 to sub counties and retained UGX 22,377,950.</p>	2

Transparency and Accountability

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p>There is evidence that the procurement plan and awarded contracts and all amounts are published on the notice boards. Copies of publications were availed on file.</p> <p>Sampled projects:</p> <ol style="list-style-type: none"> 1. Proj Name: Construction of 2 Classroom block at Kiranga in Kalongo S/C <p>Proc No: NAKS544/Wrks/19-20/00012</p> <p>Date of Display: 08-Jan-2020</p> <p>Date of Removal: 21-Jan-2020</p> <p>Best Evaluated Bid: Bakurubyo Gen Enterprises</p> <ol style="list-style-type: none"> 2. Proj Name: Construction of 11 hand Pumped Boreholes <p>Proc No: NAKS544/Wrks/19-20/00010</p> <p>Date of Display: 08-Jan-2020</p> <p>Date of Removal: 21-Jan-2020</p> <p>Best Evaluated Bid: Galaxy Agro Tech (U) Ltd</p>	2
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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>The assessment results were seen on the notice board and also a letter signed by CAO dated 24/8/2020 informing the DEC Members of the Nakasongola District Local Government performance assessment results and implications for the previous year 2018/2019.</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 information/ script provided by the officers to show that Nakasongola District Local Government conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back 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>There is a charging policy and Information on tax rates , collection procedures and appeals public seen on the notice board at the time of the assessment on 2 November 2020.</p>	1
22	<p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p>	<p>a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0</p>	<p>Nakasongola DLG did not prepare an IGG report . the only IGG case on file involving Kyenkya Joshua about causing financial loss and abuse of office was appealed and the matter has not been discussed in council as yet.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
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"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 	<p>There was evidence that the PLE pass rate declined by 1.3% between the previous year but one and the previous year as calculated below:</p> <p>2018: (DIV 1: 363; DIV 2: 1592; DIV 3: 930; TOTAL PASS: 2885; TOTAL CANDATES: 3981).</p> <p>2019: (DIV 1: 291; DIV 2: 1619; DIV :3 947; TOTAL PASS: 2857; TOTAL CANDATES: 4017).</p> <p>Therefore, the calculated percentage for 2018 was $(2885/3930 \times 100) = 72.4\%$ while the calculated percentage for 2019 was $(2857/4017 \times 100) = 71.1\%$. Hence, the percentage decline was $71.1\% - 72.4\% = 1.3\%$.</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"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 	<p>There was evidence that the UCE pass rate had improved by 7.3% between the previous year but one and the previous year as calculated below:</p> <p>2018: (DIV 1: 34; DIV 2: 172; DIV 3: 322; TOTAL PASS: 528; TOTAL CANDATES: 1616).</p> <p>2019: (DIV 1: 43; DIV 2: 180; DIV 3: 347; TOTAL PASS: 570; TOTAL CANDATES: 1426).</p> <p>The calculated percentage for 2018 was $528/1616 \times 100 = 32.6\%$ While the calculated percentage for 2019 was $570/1426 \times 100 = 39.9\%$.</p> <p>Therefore $39.9\% - 32.6\% = 7.3\%$ improvement.</p>	3
2	<p>Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</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"> • If improvement by more than 5% score 2 • Between 1 and 5% score 1 • No improvement score 0 	<p>This was not applicable, until LLG assessment is started.</p>	0

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>The Education development grant was spent on eligible activities. Evidence was obtained from submission of annual work plan of the Education development Grant for FY 2018/2019 and accountability for school facilities grant for FY 2019/2020 on 19/9/2019 from the CAO. The grant was used to construct projects like: Construction of a 5-stance lined pit latrine at Kigejjo p/s by M/s Pehan construction Ltd for a sum of UGX 20,710,180/= and renovation of two classroom blocks at Buyamba P/S at UGX 23,859,600=</p>	2
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 of certification of projects like:</p> <ol style="list-style-type: none"> 1. Endorsement of the supervisor of works, Eg. Assistant (MoES), District engineer and authorised by the Head teacher, Environmental officer, Sub county chief, DEO and CAO. On 2/7/2020, Pehan Construction Ltd under voucher number 29892131 certified that the payment was correct. 2. Contract for construction of two classroom blocks at Kiranga p/s under procurement ref No. NAKS 544/Wrks/2019-2020/00012 agreement made on 3/2/2020 between Nakasongola District and LINEAR Engineering services Ltd at 68,919,493/= signed by the CAO on 5/2/2020. 3. Contract for renovating two classroom blocks at Buyamba P/S under procurement ref No. NAKS 544/Wrks/2019-2020/0007 agreement made on 13/11/2019 between Nakasongola District and SEMBRIK (U) Ltd at 23,859,600/= signed by the District engineer. 	2

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

The variations in contract price of sampled
works/supplier for the previous FY contracts are
all within +/-20% of the LG Engineers estimates

The following are the sampled projects.

1. Latrines under the SFG Grant. Sampled Kibira
Primary School Latrine

Contract No: NAKS 544/Wrks/2019-2020/00001

Approved under: Min 140/CC/9/19

Contract Price: 23,345,120

Engineer's Estimate:23,894,245

Price Variation: -549,125

Percent Variation: -2.3%

Comment: Variation is within range of +/-20%

2. Two classroom blocks at Kiranga Primary
School in Kalongo Sub county

Contract No: NAKS 544/Wrks/2019-2020/00012

Approved under: Min 3/CC/1/20

Contract Price: 68,919,493

Engineer's Estimate:70,002,197

Price Variation: -1,082,704

Percent Variation: -1.55%

Comment: Variation is within range of +/-20%

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

Maximum 8 points on
this performance
measure

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

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

Education projects, for the previous FY, were not
all completed as per work plan/Consolidated
procurement plan.

75% of the projects were completed.

The following projects were completed:

1. Construction of 5 stance lined pit latrine at
Kibira. Kasambya, Namukago, Sasira and
Wajjala Primary schools;

2. Construction of a two classroom block at
Kiranga in Kalongo S/C; and

3. Renovation of two classroom block at Buyamba
P/S and Nezikokolima.

However, Renovation of 8 classroom block at
Nakasongola Army barracks Primary School was
not completed.

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"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 – 79% score: 1 • Below 70% score 0 	<p>Nakasongola DLG had recruited 124% ((1247/1008) x100) primary school teachers as per the prescribed MoES staffing guidelines of a minimum of 7 teachers per school. The DLG had 144 schools and the teacher deployment list had 1,247 teachers yet with a minimum of 7 teachers per school, the 144 schools would have had 1008.</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"> • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0 	<p>There was evidence from the consolidated Schools Asset Register for both the 144 UPE and 12 USE schools from the previous two FYs that, 85 primary schools (85/144 X 100 = 59%) met prescribed minimum standards as set by DES.</p>	1
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Performance Reporting and Performance Improvement

5

Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.

Maximum 4 points on this performance measure

a) Evidence that the LG has accurately reported on teachers and where they are deployed.

• If the accuracy of information is 100% score 2

• Else score: 0

There was no evidence that the Local government obtained teacher deployment. As per the teachers deployment list at the LG and that at the sampled school:

-Nakasongola RC P/S has a head teacher and 9 teachers;

-Walukunyu C/U P/S has 8 including the head teacher and one newly appointed; and

-Wabigalo RC P/S has 10 teachers including the head teacher.

Below is the verification of deployment at the LG and the sampled school to verify deployment as per the minimum standards (Key: - SL- Deployed Staff List; and PV- Physical verification of deployment on ground):

-Wabigalo RC P/S fully qualifies for the minimum standards with SL- 10, PV-10; however,

- Nakasongola RC P/S - SL- 10, PV-9; and

- Walukunyu C/U P/S SL- 7, PV- 8 do not qualify for proper staff deployment.

0

5

Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.

Maximum 4 points on this performance measure

b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.

• If the accuracy of information is 100% score 2

• Else score: 0

There was evidence that the LG had a school Asset register accurately reporting on the infrastructure in all registered primary schools as prepared by the DEO accurately reporting on no. of classrooms, number of Latrines, number of Desks, number of Laboratories and teacher's accommodation as of 2019/2020.

All the sampled schools had asset registers for example; Walukunyi C/U P/S had a register(school inventory) that reflected 2 classroom blocks with 9 classrooms, 2 latrines in good condition for the pupils (9 stances for both boys and girls) and the staff, 3 teachers houses with six teachers in good condition, 56 desks, 9 tables, 1 container, 14 chairs etc.

2

6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<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> <ul style="list-style-type: none"> • If 100% school submission to LG, score: 4 • Between 80 – 99% score: 2 • Below 80% score 0 	<p>There was no evidence the LG had ensured that all registered primary schools had complied with MoES annual budgeting and reporting guidelines and that they had submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. 144 primary schools were registered in the performance contract as per the PBS document at the LG.</p> <p>110 (110/144 X 100 = 76.3%) primary schools submitted compiled reports from the acknowledgement of submission of work plans by the primary school Head teachers to the DEO's office.</p>	0
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:</p> <ul style="list-style-type: none"> • If 50% score: 4 • Between 30– 49% score: 2 • Below 30% score 0 	<p>There was no evidence that UPE schools were supported to prepare and implement SIPs in line with inspection recommendations. All the three sampled schools were not supported to prepare and implement SIPs in line with Inspection recommendations.</p>	0
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 	<p>There was evidence that LG collected and compiled EMIS return forms for all registered schools from the previous FY year and information from EMIS data from MoES and it was consistent with that provided by the LG. Both sets of data had 144 UPE schools however,</p> <p>48.6% (70/144 X 100) submitted and 69.4% (100/144 X 100) of the schools signed the performance agreement respectively on 26/7/2019 as signed by Robert Nobert Nkugwa for the CAO of Nakasongola District and received by the ministry of Public service on 26/7/2019.</p> <p>59%(85/144 X 100) submitted and 71.5%(103/144 X 100) of the schools signed the performance agreement respectively on 9/9/2020 as signed by Robert Nobert Nkugwa for the CAO of Nakasongola District and received by the ministry of Public service on 9/9/2020.</p>	0

Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision

Maximum 8 points on this performance measure

a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:

Score 4 or else, score: 0

There was evidence that LG Education department of Nakasongola District budgeted for at least a H/T and a minimum of 7 teachers as per Performance Contract FY 2020/2021. Nakasongola LG had 144 primary schools and 1247 teachers including Head teachers. The deployment list by school shows that at least seven (7) teachers are deployed in each primary school as per performance contract. Nakasongola LG had a total ceiling of 1418 teachers. The approved LG budget FY 2019/2020, indicated a wage of 7,658,278,308 UGX budgeted for the H/T and a minimum of 7 teachers per school from the BFP raw data document.

For example:

1. Kakoola P/S in Kalongo sub county with an enrollment of 217 has 9 teachers including the head teacher;
2. Kabyoma P/S in Nakitoma Sub country with an enrollment of 305 has 12 teachers including the Head teacher; and
3. Ekitangaala P/S in Kakooge Sub county with an enrollment of 450 has 13 teachers including a Head teacher.

Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision

Maximum 8 points on this performance measure

b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,

Score 3 else score: 0

There was evidence that the LG accurately reported on Teachers and where they were deployed. From the Performance contract, Staff lists and List of schools LG has deployed a Head Teacher in all the 144 government primary schools and a minimum of 7 teachers per school (or a minimum of a teacher per class for schools with less than P.7) and a maximum of 13 teachers per school for this current FY 2020/2021. The total number of teachers was 1247.

As per teachers list, and the sampled school's deployment,

-Nakasongola RC P/S had a head teacher and 9 teachers.

-Walukunyu C/U P/S had 8 including the head teacher and one newly appointed.

-Wabigalo RC P/S had 10 teachers including the head teacher.

Also the schools sampled for visiting to verify deployment confirms with minimum standards as below; (Key: - SL- Staff List, and PV- Physical verification of deployment on ground)

- Nakasongola RC P/S - SL- 10, PV-9;

- Walukunyu C/U P/S SL- 7, PV- 8; and

- Wabigalo RC P/S SL- 10, PV-10.

Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision

Maximum 8 points on this performance measure

c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,

score: 1 else, score: 0

There was evidence that the teacher deployment data was disseminated or publicized on LG and or School noticeboard.

From the sampled school which were; Walukunyu in Nabiswera sub county, Wabigalo in Wabinyonyi Subcounty and Nakasongola RC P/S Nakasongola TC, the list of teachers deployed were found displayed on the school notice board for Walukunyu and in the Head Teachers notice board for Wabigalo R/C P/S and Nakasongola RC P/S.

Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.

Maximum 8 points on this performance measure

a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copt to DEO/MEO

Score: 2 or else, score: 0

There was no evidence that primary school Head teachers were appraised. Only 3 out of the 10 sampled files for head teachers were appraised. Those not appraised included;

Ddamba Moses (Budengedde P/S), Mutebi Patrick (Kalalu P/S), Segawa John Bosco (Kasozi P/S), Nsibirwa Herbert (Kiroolo P/S), Senozi Edward (Kyakadoko P/S), Wesige Andrew (Migeera R.C P/S) and Walakira Sekayingo (Kakoola P/S).

Those appraised were;

Bigabwa Harriet the head teacher of Nakasongola R/C was appraised by the TC and DEO on 17/4/2019;

Sebanakita Geoffrey of Walukunyu C/U P/S was appraised by the TC and DEO on 29/1/2020 and

Nakiyingi Molly of Wabigalo R/C P/S was appraised by the TC and DEO on 29/1/2020 .

Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.

Maximum 8 points on this performance measure

b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM

Score: 2 or else, score: 0

The LG did not have any evidence to show that all secondary school head teachers have been appraised with evidence of appraisal reports submitted by D/CAO (or Chair BoG) to HRM. The head teachers assessed / sampled included;

Ssamula Athanasius (Kakooge SS), Bangirana Haruna (Kalongo Seed School SS), Mukasa Saleh Iga (Lwabyata Seed SS), Ntaate George William (Kisalizi SS), Nalukenge Zaina (Nakasongola Army SS), Sendagire Yusuf (Migeera Uweso SS), Muhimbise Portase (St.Joseph Vocational School), Kyambade John Patrick (Nakasongola SS) and Lubega Mathias (Kisenyi Lake View SS).

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>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p>	<p>There was no evidence that all staff in the LG Education department have been appraised against their performance plans.</p> <p>The Senior Inspector of Schools (Mbangire Samuel) was appraised on 19/12/2019, Inspector of Schools (Nabayizzi Mary) was appraised on 30/6/2020 and the Office Attendant Mbekeka Tezira was appraised on 8/8/2020.</p> <p>However, the Inspector of Schools Kamyia Difas, Senior Education Officer Serunjoji Charles and the Education officer Special needs were not appraised.</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>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p>	<p>Evidence that Recruitment took place from minute extracts of the 599th meeting of National District Service Commission held on 1st of July 2019 in the DSC Board room under minute 25/2019, appointment of education assistants address identified staff capacity gaps at the school and LG level .</p> <p>Evidence that recruitment took place from minute extract of the 586th – 596th meeting of ND Service commission held on the 26th February 2019 recruitment of Head Teachers, minute 4/2019 – service education assistant, minute 5/2019 – education assistant.</p>	2
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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>Maximum 8 points on this performance measure</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>There was evidence that the LG had confirmed in writing the list of schools, their enrollment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually. Done through an email to Derric Namusi the principal economist on 6th /11/2019 as an attachment file submitted by Sam Mubangire. This was also on response to planning statistics required for generation of LG indicative planning figures (1PFs) for FY 2019/2020 on 26/8/2019 to the CAO Nakasongola District under circular no EPD 192/335/01.</p>	2
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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>There was evidence that the LG had Annual Sector work plan for FY 2019/2020 and had made allocations to inspection and monitoring functions in line with sector guidelines. The activities conducted included; Planning meetings for the inspection, conducting inspections and monitoring visits to primary and secondary schools, conducting sector meetings to review findings, dissemination of findings to head teachers and follow up inspections to check on the action of the recommendations. There was evidence of a Departmental meeting held on 7/10/2020 in the office of the senior Education Officer under minute 2/Ed/10/2020. Hence, the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score:2 else, score: 0</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>The LG did not submit warrants for school's capitation within 5 days for the 3 quarters as below:</p>	0
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else score: 0</p>	<p>Quarter 2 warranting was on 31/10/2019 and release date was 2/10/2019, 29 days;</p>	
			<p>Quarter 3 warranting was on 31/1/2020 and release date was 8/1/2020, 23 days; and</p>	
			<p>Quarter 4 warranting was on 30/4/2020 and release date was 28/4/2020, 2 days.</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>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>Evidence of UPE capitation grant for Quarters 3 and 4 for the FY 2019/2020 and Quarter 1 for the FY 2020/2021 capturing the cost centre name, supply number, EMIS number, UPE enrollment budget, UPE fixed minimum cost budget and the total approved budget for that financial year.</p>	2
	<p>Maximum 8 points on this performance measure</p>	<p>If 100% compliance, score: 2 else, score: 0</p>	<p>Release of additional funds to UPE schools for SOPs for the FY 2020/2021 as initiated by Mbangira Sam(DIS), verified by Lubega Kajura(DEO), Kiregga Edith(HOF) and authorized by Alex Felix Majeme(CAO).</p>	

10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections. • If 100% compliance, score: 2, else score: 0	There was evidence that the LG Education department prepared an inspection plan and meetings conducted to plan for school inspections. This was done in a Departmental meeting held on 7/10/2020 in the office of the senior Education Officer under minute 2/Ed/10/2020 in which the plan is embedded.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report: • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0	There was evidence from the DIS of LG inspection and monitoring reports for 214 schools both government and private, inspected and monitored from the previous three school terms as follows: 1. Among the UPE schools, 69.6% (100/144 X 100) of the schools were inspected and monitored for Oct-Dec 2019 while 47.6% of the schools were inspected and monitored for Jan-March 2020 using the associate assessor model by 18th /5/2020 by the DEO; 2. Evidence of submission of school routine inspection report for third quarter 2019/2020 by July 15th 2020 by the CAO; and 3. Evidence of submission of school routine inspection report for fourth quarter 2019/2020 by July 15th 2020 by the CAO.	0
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up, Score: 2 or else, score: 0	There was evidence that inspection reports were discussed and used to recommend corrective actions, and that those actions had subsequently been followed-up. There was evidence that the LG had a list of Head Teachers who picked circular 1/2020 EDU DEP/NDLC on observations and recommendations made by inspectors and monitoring team that they needed to take heed of circular 1/2020	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0	There was evidence that the DIS and DEO 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) through an acknowledgement note by DES on 17/7/2020 for an inspection grant for both 2nd and 3rd Quarters for FY 2019/2020 on 15/7/2020 submitted by the CAO.	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 no 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.</p>	0
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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, <i>score: 2 or else score: 0</i></p>	<p>There was evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school. To achieve this, attention of Head teachers of UPE, USE and UPET schools was called to school feeding program me on 31/1/2020 by the DEO and Guidelines on primary schools National Ball games and special needs learners championship to have been done on 26/8/2019 in Iganga under circular No ADM/42/237/01 received from MoES on 15/7/2019.</p>	2
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Investment Management

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p>	<p>There was evidence that there an up-to-date LG Assets register as of 30th /June/ 2019. The asset register sets out school facilities and equipment relative to basic standards established using the Data on Government aided primary school by sub county and parish lists in the DEO's office as a school register. In all the three schools sampled ie Walukunyu C/U P/S, Wabigalo R/C P/S, Nakasongola R/C P/C, there was evidence of asset registers.</p> <p>Walukunyu C/U P/S had an asset register showing classroom blocks, latrines, and desks as of 30th /June/ 2020.</p> <p>Wabigalo R/C P/S and Nakasongola R/C P/S had asset registers showing items bought with in the last two school terms.</p>	2
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12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i></p>	<p>There was NO evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment.</p>	0
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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 conducted field Appraisal.	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>	There is evidence that the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan as per one of the requisitions in PDU vote 544 project code 1383, and program 544060600. as approved by the head of finance and confirmed by the accounting officer Alex Felix Mateme.	1
	<i>Maximum 9 points on this performance measure</i>		The education infrastructure projects have been incorporated into the LG procurement plan	
			Sampled projects include:	
			1. Construction of 5 stance lined pit latrine at Kibira, Kasambya, Namukago, Sasiraand Wajjala primary schools	
			Procurement Requisition Seen and approved on 11-Sept-2019	
			Apporval Minute: Min 145/CC/9/19	
			2. Construction of a two classroom block at Kiranga in Kalongo S/C:	
			Procurement Requisition Seen and approved on 17-Oct-2019	
			Approval Minute: Min 164/CC/10/19	
			There was at least one joint technical supervision held on 11-Sept-2020and signed off by Dr. Byamukama Agaba (Chair CC)	

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	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>	The education infrastructure investments were approved by CC under the following minutes 1. Min 157/CC/10/20 – Classroom block at Kyalweza 2. Min 158/CC/10/20 – Classroom block at Kyanika 3. Min 159/CC/10/20 – Classroom block at Klbira P/S	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	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>	Projects constructed within the last FY were not overseen by an implementation team as prescribed within the sector guidelines The LG did not establish a Project Implementation Team (PIT) for school construction projects constructed within the last FY. Only the DSE and Supervisor of Works constituted the implementation team.	0
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES <i>Score: 1, else, score: 0</i>	There was no Seed Secondary School project in the previous FY 2019-20 at the DLG.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i>	There was no sufficient evidence to show that monthly site meetings were conducted for all Education sector infrastructure projects planned in the previous FY. Report for only one education project was availed. 1. 30th April 2020 - Renovation of 2 Classroom Block at Buyamba P/S	0
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	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>	During supervision, there was no full participation of engineers, environment officers, CDOs, at critical stages of construction. The projects below were reviewed: 1. Staff House at Irima Signed off by Muyingo Stephen, dated 28-Feb-2020 2. Classroom block at Buyamba dated 7-Feb-2020 and signed off by Muyingo Stephen	0

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i>	The payment certificates were initiated by the Engineer and promptly paid by the CFO with approval by the CAO Certified by the supervisor of works, authorised by the Environment officer for the following contracts for projects including Naks 544/wrks/18-19/00002 Phase 1 fencing of Wabinyonyi Seed school by Sabel Holdings (U) Ltd: Naks 544/wrks/2019 -20/00001 constructing a 5 stance Latrine at Kibora P/S by Basemera and sons Ltd and Naks 544/wrks/18 - 19/00017 Phase II Construction of Wabinyonyi Seed secondary school by Linear Engineering Services Ltd.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i>	The LG Education department did not submit a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30 No evidence of submission of department plan to PDU	0
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i>	The procurement files for education infrastructure projects for the current FY are complete. Sampled : 1. Classroom Block at Kyalweza Proc File: NAKS544/Wrks/20-21/00004 Min 157CC/10/20 2. Classroom block at Kyanika Proc File: NAKS544/Wrks/20-21/00006 Min158CC/10/20	1

Environment and Social Safeguards

14	Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework. <i>Maximum 3 points on this performance measure</i>	Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, <i>score: 3, else score: 0</i>	There was NO Evidence that Nakasongola DLG Education grievances had been recorded, investigated, and responded to in line with the LG grievance redress framework as the LG was yet to: (i) designate a Grievance Redress Officer to coordinate response to feedback on grievance/complaints; (ii) establish a centralized Grievance Redress Committee (GRC); (iii) specify a system for recording, investigating and responding to grievances; (iv) define a complaints referral path; (v) publicly display grievance redress information at LG offices; (vi) publicize the grievance redress mechanisms so that aggrieved parties would know where to report and get redress.	0
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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 NO 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 in the three sampled schools.</p>	0
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, <i>score: 2, else score: 0</i></p>	<p>There WAS Evidence that Nakasongola DLG had Costed ESMPs incorporated in BoQs and contractual documents to comply with safeguards requirements within the Education Sector Environmental Guidelines as exemplified by the following projects:</p> <p>- Costed Environmental and Social Management Plan (ESMP) for Construction of 5-Stance Lined Pit Latrine and Urinal at Sasira P/S in Sasira Village, Sasira Parish, Wabinyonyi Sub-county (NAKS/544/WRKS/19-20/00004). Bidding Document had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 305,000 UGX for supply and planting approved local tree seedlings and termite treatment as directed by District Environment Officer.</p>	2
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 Nakasongola DLG had proof of land ownership, access and availability to conduct planned school construction projects as no land titles, agreements, Memoranda of Understanding or consent letters from landowners were provided by the LG.</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 Nakasongola DLG conducted support supervision and monitoring to ascertain compliance with ESMPs including follow up on recommended corrective actions and prepared monthly monitoring reports over the previous FY (2019/2020 FY).</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 that Environmental and Social Certifications were approved and signed by Environmental Officer and Community Development Officer prior to executing contractor payments at interim and final stages of all ongoing projects as exemplified by the following projects:

- Completed Environmental and Social Compliance Certification Form (ESCCF) for Phase II Construction of Wabinyonyi Seed Secondary School in Kakondi Village, Sikye Parish, Wabinyonyi Sub-county, Nakasongola District. Signed by Ms Ayebare Oliver, Community Development Officer/Environmental Focal Point Person; Wabinyonyi Sub-county on 29/05/2020. Signed and Stamped by Mr. Andama Charles Ajuni, District Environment Officer, Nakasongola DLG on 29/05/2020.

- Signed Contractor Payment Certificate No. 2 for Phase II Construction of Wabinyonyi Seed Secondary School in Kakondi Village, Sikye Parish, Wabinyonyi Sub-county, Nakasongola District. Dated 29/04/2019; Certified by Supervisor of Works, District Engineer, Engineering Assistant - MoES; Authorized by District Environment Officer, Senior Assistant Secretary - Wabinyonyi Sub-county, District Education Officer (Lubega Kajura), Chief Administrative Officer (Abenaitwe Robert). Amount Paid: 41,026,776 UGX.

- Signed Contractor Payment Certificate No. 3 for Phase II Construction of Wabinyonyi Seed Secondary School in Kakondi Village, Sikye Parish, Wabinyonyi Sub-county, Nakasongola District. Dated 29/05/2019; Certified by Supervisor of Works, District Engineer; Authorized by District Environment Officer, Senior Assistant Secretary - Wabinyonyi Sub-county, District Education Officer (Lubega Kajura), Chief Administrative Officer (Abenaitwe Robert). Amount Paid: 50,579,368 UGX.

- Signed Contractor Payment Certificate Dated 18/06/2019 for Phase II Construction of Wabinyonyi Seed Secondary School in Kakondi Village, Sikye Parish, Wabinyonyi Sub-county, Nakasongola District. Certified by Supervisor of Works, District Engineer; Authorized by District Environment Officer, Senior Assistant Secretary - Wabinyonyi Sub-county, District Education Officer (Lubega Kajura), Chief Administrative Officer (Abenaitwe Robert). Amount Paid: 43,987,888 UGX.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
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"> • By 20% or more, score 2 • Less than 20%, score 0 	<p>The LG registered 56.4% increase in utilization of Health Care Services of based on Out Patient Department (OPD) attendance at the 3 sampled health facilities including Nakasongola HCIV , Kakooge HCIII and Lwampanga HCIII, with totals of 37,496 and 58,651 in FY 2018/2019 and 2019/2020 respectively. OPD attendance increments at the 3 health facilities were as follows; Nakasongola HCIV it increased from 18,556 to 27,474; Kakooge HCIII it increased from 9,792 to 15,973; and at Lwampanga HCIII it increased from 9,148 to 15,204. However, the district registered only 18.7% increase in deliveries (from 1,489 in FY 2018/2019 to 1,768 in FY 2019/2020).</p>	2
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"> • Above 70% and above; score 2 • 50 – 69% score 1 • Below 50%; score 0 	<p>Not applicable. To be assessed next year.</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>b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:</p> <ul style="list-style-type: none"> • 75% and above; score 2 • 65 – 74%; score 1 • Below 65; score 0 	<p>All the HC IIIs and HCIVs in Nakasongola District that were participating in Results Based Financing (RBF) were in year 2 though the average score for the last quarter of year 2 was 84.3%.</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>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.</p>	<p>Nakasongola DLG budgeted and spent the health development grant in FY 2019/2020 as per the budget performance report where there was only one project involving construction of Phase II of staff houses at Irima HCII IN Kalungi S/c as seen on page 68 in the budget performance report.</p>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>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</p>	<p>Nakasongola District Local Government Environment Officer, DHO, District Engineer and CDO certified works done before the payments were made to the suppliers:-</p> <p>Sample project availed:</p> <p>Project Name: Staff house at Kalungi H/C</p> <p>Proc No: NAKS544/Wrks/19-20/00017</p> <p>Contractor: Rawi Contractors & Supply Co. Ltd</p> <p>Date of payment request: 5-Mar-2020</p> <p>Date when paid: 26-March-2020</p> <p>Amount: Ugx 25,286,642 payment was certified before its release to the contractor.</p>	2

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

Maximum 8 points on this performance measure

c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0

The variations in contract price of sampled works/supplier for the previous FY contracts are all within +/-20% of the LG Engineers estimates

Project Sampled

1. Project Name: Construction of Staff House at Irima H/C II in Kalungu S/C

Contract No: NAKS 544/Wrks/2019-2020/00016

Approved under: Min 180/CC/12/19

Contract Price: 36,666,146

Engineer's estimate: 38,038,480

Price Variation: -1,372,334

Percent variation: -3.6%

Comment: Variation is within the range of +/-20%

2. Project Name: Renovation of Covid Isolation Centre Building at Nakasongola H/C IV

Contract No: NAKS 544/Wrks/2019-2020/00030

Approved under: Min 77/CC/6/20

Contract Price: 25,947,600

Engineer's estimate: 27,600,200

Price Variation: -1,652,600

Percent variation: -5.99%

Comment: Variation is within the range of +/-20%

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

Maximum 8 points on this performance measure

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

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

Health projects, for the previous FY, where contracts were not completed

75% of the projects were completed.

The projects completed include:

1. Phase II construction of Irima H/C II staff house
2. Renovation of in-charge's house at Kalungi H/C III
3. Renovation of Covid Isolation Centre Building at Nakasongola H/C IV

Projects not completed.

1. Renovation of General Ward ceiling at Nakasongola H/C IV

<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 HCIII's and HCIV's as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 	<p>According to the list of 'Filled and vacant posts in the Health Department', the LG has not recruited all the staff for all HCIII's and HCIV's as per staffing structure.</p> <p>The approved structure provides for;</p> <p>The LG has 2 HCIV's.</p> <p>The approved structure for HCIV is 48 positions per health centre. I.e. $48 \times 2 = 96$</p> <p>2 public Health Nurses but only one was recruited, 2 Ophthalmic Clinical Officers but none was recruited, 4 Health Inspectors three were recruited and one still missing, 2 Dispensers but one not yet recruited, 2 Assistant Entomological Officers (Medical) not yet recruited, 2 Nursing officer (Psychiatry) one not recruited, 2 Assistant Health Educator only one in place, 4 Theatre Assistants one still missing, 4 Anesthetic Officers still not recruited, 2 Enrolled Psychiatric Nurse one still vacant, 2 Cold Chain Assistants both not recruited, 2 Office typist one not recruited, 2 Stores Assistants one missing, 2 Assistant Accountants one not recruited, 10 Nursing Assistants 5 not recruited and 6 Askaris one not recruited. This gives a total of 26 vacancies not filled out of 96 posts in the structure.</p> <p>The LG has 9 HCIII's.</p> <p>The approved structure for HCIII's is 19 posts per health centre. I.e. $19 \times 9 = 171$</p> <p>9 Senior Clinical Officers 3 not recruited, 9 Health Assistants 2 not recruited, 9 Laboratory Technicians 1 not recruited, 18 Askaris 12 not recruited, 21 Nursing Assistants 9 not recruited and 18 Porters 5 not recruited. This gives a total of 32 vacant posts. Overall total of approved positions was 171 versus 58 vacant. $267 - 58 = 209$ posts filled.</p> <p>$(209/267 \times 100) = 78.3\%$</p> <p>The percentage of filled positions is 78.3%.</p>
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<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>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <p>• If 100 % score 2 or else score 0</p>	<p>There was no evidence to show that the constructed projects met the approved MoH designs.</p> <p>Sampled projects include:</p> <p>Standard drawings: HC II</p> <p>Windows: width:1.5m</p> <p>Height – 1.8m</p> <p>Doors: Width – 1.5</p> <p>Height – 2.4</p> <p>Ramp: 1:12</p> <p>Measured dimensions –Kilalamba H/C II in Kakoge subcounty</p> <p>Windows: width:1.46m</p> <p>Doors: Width – 1.47</p> <p>Height – 2.7</p> <p>Splash Apron – 0.6m</p> <p>Mortar week based on the nail test</p> <p>Splash apron cracked in many locations</p> <p>Painting done well</p> <p>Window plaster not well done</p>
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Performance Reporting and Performance Improvement

<p>5</p> <p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There was evidence that the information on positions of health workers filled was accurate.</p> <p>The information compared was from Ministry of Health Sector Grant and Budget guidelines to local governments for FY 2019/2020, Minimum staffing levels for Health centres, Health Department Staff list and Filled and vacant posts in the Health department which has details of staffing in the HCIVs, HCIIIs and HCIIIs.</p>	<p>2</p>
<p>5</p> <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>The information on health facilities upgraded or constructed and functional was accurate. The list of upgraded or constructed health facilities for FY 2019/2020 available at the DHO's office indicated construction phase II of a staff house at Irima HC II, Junda LC I in Kalungi Sub county and renovation of a staff house at Kalungi HC III in Wanzogi parish, in Kalungi Sub county, and the same facilities were reported in quarter 4 FY 2019/2020 PBS report on pages 68 and 69.</p>	<p>2</p>

6

Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.

Maximum 14 points on this performance measure

a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:

• Score 2 or else 0

Health facilities prepared and submitted Annual Work plans and budgets to the DHO after the deadline of March 31st of the previous FY as reflected from the 3 sampled facilities below:

1. Wabigalo HCIII submitted on 21st August 2020;
2. Nakasongola HCIV submitted on 6th July 2020; and
3. Walukunyu HCII's work plan and budget had no submission date.

0

6

Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.

Maximum 14 points on this performance measure

b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :

• Score 2 or else 0

The health facilities did not prepare Annual Budget Performance Reports for submission to the DHO.

0

6

Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.

Maximum 14 points on this performance measure

a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports

• Score 2 or else 0

The health facilities developed and reported on implementation of facility improvement plans that incorporate performance issues identified in assessment reports. Details of the 3 sampled health facilities are presented below:

1. Nabiswera HCIV - PIP included tiling of the scan room floor with a budget of 1,962,000/=. This was based on the gap identified in the DHMT RBF assessment report of dated 27th November 2019 on page 26.
2. Our Lady HCIII - PIP included fencing off the waste pits with wire mesh tiling of the scan room floor with a budget of 1,500,000/=. This was based on the gap identified in the DHMT RBF assessment report of dated 16th December 2019 on page 21 bullet point 8.6.
3. Kakooge HCIII - PIP included stocking Family Planning commodities and creation of a Family Planning corner with a budget of 1,050,000/=. This was based on the gap identified in the DHMT RBF assessment report of dated 14th August 5th December 2019 on page 16.

2

6

Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.

Maximum 14 points on this performance measure

d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,

• score 2 or else score 0

The health facilities did not submit 100% up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter). Details are presented below:

1. Nakasongola Prison HCIII submitted 100% of reports within 7 days following the end of each month and quarter;
2. Our Lady of Lourdes HCIII submitted the February report on 10th March 2020 and the June report on 8th July 2020; and
3. Nakitoma HCIII submitted the December report on 9th January 2020 and the February report on 8th March 2020.

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>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 health facilities did not submit 100% of the RBF invoices timely (by 15th of the month following end of the quarter). For instance, RBF invoices for quarters 2 were delivered to the DHO's office in March 2020 after the deadline of 15th January 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>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>The LG did not timely (by end of 3rd Week of the month following end of the quarter) verified, compiled and submitted to MOH Facility RBF I invoices for all RBF Health Facilities. For instance, RBF invoices for quarters 2 and 3 were delivered to MoH on 15th June 2020 while the quarter 4 invoices were taken by a staff of MoH on 19th August 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 no evidence that the LG health department submitted quarterly performance reports in time. The health department input information directly in the system, the planner could not ascertain their submission dates.</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 Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>The LG did not have a Performance Improvement Plan (PIP) for the weakest performing health facilities at the time of assessment though all the 10 facilities that participated in RBF had developed their own.</p>	0
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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 specific Performance Improvement Plan reports to aid the establishment of whether the LG implemented the Performance Improvement Plan for the lowest performing health 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 (at least 75% of the staff required).</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>The LG budgeted for health workers without following guidelines / staffing norms. For instance, the budget for Nakasongola HCIV catered for; 3 Nursing Officer (Midwifery) instead of 1 provided for in the staffing norms, and 5 Clinical Officers instead of the 2 required by the staffing norms.</p> <p>However, the District Health Officer (DHO) attributed the deployment of the 3 extra Clinical Officers to the need to manage special clinics.</p> <p>The LG budgeted for 8 Enrolled Nurses for Nakasongola HCIV instead of the 3 provided for in the staffing norms though the DHO attributed this to the incorporation of Nursing Aid that had upgraded.</p>	0
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</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 LG had deployed 67.3% (309 out of 459) as per guidelines in accordance with staffing norms. However, over deployment of some cadres disregarding the staffing norms was noted, leading to a perceived 82.1% (377 out of 459).</p>	0
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	<p>Some of the health workers were not working in health facilities where they were deployed as reflected from the sampled health facilities below:</p> <ol style="list-style-type: none"> 1. At Wabigalo HCIII, 2 Enrolled Midwives were reflected on the deployment list from the DHO's office yet they were not working at the facility. On the other hand, 2 Enrolled Midwives an Askar and a Porter were working at the facility as reflected from the October 2020 attendance register yet they were not on the deployment list from the DHO's office; 2. At Walukunyu HCII, one staff was not on the deployment list from the DHO's office but working as reflected from the attendance register of October 2020; and 3. At Nakasongola HCIV, the deployment list from the DHO's had 75 staff yet the staff list at the facility had 71. 	0
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>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</p>	<p>The LG had not publicized health workers deployment and disseminated by posting on facility notice boards. For instance, there were staff lists on the notice boards of (in form of a duty rosters for October 2020) of Walukunyu HCII and Wabigalo HCIII at the time of the assessment.</p>	0
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8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p>	<p>a) Evidence that the DHO/MMOHs has:</p> <p>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</p>	<p>The 10 sampled files of in charges of health facilities had appraisal forms to show that they were all appraised during the previous FY;</p> <p>Dr. Wolwa Micheal incharge Nabiswera HCIV was appraised on 1st September 2020.</p> <p>Dr. Mutebi Thaddeus of Nakasongola HCIV was appraised on 14th August 2020. The in charges listed below were all appraised on 10th August 2020;</p> <p>Nakiyingi Juliet in charge Wabigalo HCIII Isiko Ben in charge Bamugolodde HCIII, Mateege Moses in charge Lwampanga HCIII, Bwami Titus in charge Kalungi HCIII, Lugobe Samuel in charge Kakooge HCIII, Padda Ben in charge Nakitoma HCIII, Tubiwolem Wabwire in charge Nakayonza HCIII, Naluyiga Jane Francis in charge Our Lady HCIII</p>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p>	<p>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</p>	<p>There was no evidence that the DHO ensured that Health Facility In-charges conducted performance appraisal of all health facility workers during the previous FY.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p>	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>There was no evidence showing that the DHO took corrective actions based on the appraisal reports.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</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>The LG did not have a training plan to follow while conducting training of health workers Continuous Professional Development (CPD). CPD for health workers was conducted at health facility level without a training plan at the district. Records for Continuous Professional Development were also kept at the health facilities not at the district.</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>There were no documented training (CPD) activities and related data bases at the DHO's office.</p>	0
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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>The CAO's notification to the MOH was not required since there was no health facility that had been listed incorrectly or missed on the list of facilities that accessed the PHC NWR Grants in the previous financial year.</p>	2
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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 9 points on this performance measure</p>	<p>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.</p>	<p>There was evidence that the LG made allocations towards monitoring service delivery and management of the LG health services in line with the health sector grant guidelines , allocation of Ugx 39,814,833 (23% of the LLHF allocation of Ugx 175,295,580) was made to the health office as indicated on page 22 2019/20 AWP which was higher than the required 15%.</p>	2
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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 9 points on this performance measure</p>	<p>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</p>	<p>The LG did not warrant to all PHC NWR Grant transfers for the FY 2019/20 to health facilities within the required 5 working days from the day of funds release:</p> <p>Quarter 1 warrant was on 31/7/2019, release date was 9/7/2019, 21 days;</p> <p>Quarter 2 warrant was on 31/10/2019, release date was 2/10/2019, 29 days;</p> <p>Quarter 3 warrant was on 31/1/2020, release date was 8/1/2020, 24 days; and</p> <p>Quarter 4 warrant was on 30/4/2020, release date was 28/4/2020,2 days.</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>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p>	<p>The LG did not invoice to all PHC NWR Grant transfers for the FY 2019/20 to health facilities within the required 5 working days from the day of funds release:</p> <p>Quarter 1 invoicing was on 31/7/2019, release date was 9/7/2019, 21 days;</p> <p>Quarter 2 invoicing was on 31/10/2019, release date was 2/10/2019, 29 days;</p> <p>Quarter 3 invoicing was on 31/1/2020, release date was 8/1/2020, 24 days; and</p> <p>Quarter 4 invoicing was on 30/4/2020, release date was 28/4/2020,2 days.</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>The LG publicised all the quarterly financial releases to all health facilities before 5 working days from the date of receipt of the expenditure limits from MoFPED only in quarter 4. This was reflected in the quarterly release lists by DHO as presented below:</p> <ol style="list-style-type: none"> 1. Quarter 1 list dated 20th August 2019 was pinned more than 29 working days after the release date of 9th July 2019; 2. Quarter 2 list dated 30th October 2019 was pinned more than 19 working days after the release on 2nd October 2020; 3. Quarter 3 list dated 22nd January 2020 was pinned more than 9 working days after release on 8th January 2020; and 4. Quarter 4 list dated 4th May 2020 was pinned more 3 working days after release on 28th April 2020. 	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>The DHMT meeting held on 29th August 2020 followed up on recommendations made in the previous meeting under minute 4 (Previous minutes and discussion). For instance, health facility In-charges were tasked and informed members that all transferred staff had reported.</p>	2
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>The LG quarterly performance review meetings did not involve all the health facility In - Charges as reflected below; in quarters 1 and 2 meetings held on 15th August 2019, and 22nd November 2019, were each attended by 17 In-Charges; while quarter 4 meeting held on 24th June 2020 was attended by 8 In-Charges. In-charges of some health facilities for instance; Batuusa HCII, Kiralamba HCII, Kyeyindula HCII and Rhana HCIII had never attended DHMT meetings. Quarter 3 meeting minutes were not available at the time of assessment. Each sub sector for example HIV, immunization, and had its own stakeholders that attended the respective sub sector meetings.</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>The LG supervised 100% of HC IVs and General hospitals (Nakasongola HCIV, Nabiswera HCIV and Nakasongola Military Hospital) at least once every quarter in the previous FY as reflected from the DHT supervision reports dated 2nd October 2019, 14th January 2020, 31st March 2020, and 30th June 2020.</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> <ul style="list-style-type: none"> • If not applicable, provide the score 	<p>The DHT did not ensure that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY. This was reflected by HSD's supervision (as noted from the supervision books) of the following 3 sampled health facilities:</p> <ol style="list-style-type: none"> 1. Walukunyu HCII was supervised on 18th July 2019 and 22nd August 2019 in quarter 1; in October and December 2019 in quarter 2 but not specific dates were indicated; 25th February 2020 in quarter 3; and 22nd May 2020 in quarter 4; 2. Wabigalo HCIII was supervised on 1st August 2019 in quarter 1; 2nd October 2019 and 7th November 2019 quarter 2; and 13th May 2020 in quarter 4. There was no supervision visit in quarter 3; and 3. There was no record of HSD supervision at Wabigalo HCIII at the time of the assessment. 	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>The LG used results of the support supervision and monitoring visits, to make recommendations for specific corrective actions as and followed up on their implementation during the previous FY as reflected in the supervisions. This was reflected in the HSD supervisions at Walukunyu HCII (one of the 3 sampled health facilities) conducted on 18th July 2019 and 22nd August 2019 in quarter 1; and 22nd May 2020 in quarter 4.</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>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>The LG provided support to all the 32 health facilities that received PHC funds, in the management of medicines and health supplies, in quarter 4 of the previous FY though information on specific guidance to health facility in-charges on secure, safe storage and disposal of medicines and health supplies was not available at the time of assessment.</p>	1

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 no evidence that the LG allocated the minimum 30% as required to promotion and prevention activities. Only Ugx 6.7million (17%) out of the Ugx 39.8 million LG Health Office budget was allocated to health promotion, which was lower than the minimum 30% page 65 of the Annual Performance Report.</p>	0
	<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>The DHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY. This was reflected in the Bi-annual VHT supervision reports dated 25th September 2019 and 18th March 2020. More evidence was reflected in a report about radio talk shows for community sensitization dated 10th June 2020, and another on District leads sensitization in communities at village level dated 22nd June 2020 though no quarterly progress reports for health promotion and disease prevention were available.</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>Follow-up actions taken by the DHMT on health promotion and disease prevention issues as reflected below:</p> <p>The DHMT under minute 5 of the meeting held on 29th August 2019 noted that some health facilities were not immunizing according to the guidelines and called for improvement. Follow was made in the DHMT meeting held on 18th December 2019 under minute 3 where the chairperson reminded members to take immunization very seriously and argued them to work hard for better performance.</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>The LG did not have an updated asset register. The register was not setting out the health facilities and equipment relative to basic standards as per the format annexed in the health facility budget and grant guidelines 2020/2021.</p>	0
	<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 third LG Development Plan (LGDPIII); (ii) desk appraisal by the LG; and (iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG)):</p>	<p>There was no desk appraisal report for the 2019/20 health sector projects.</p>	0
	<p>Maximum 4 points on this performance measure</p>	<p>score 1 or else score 0</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 field appraisal report for the 2019/20 health sector projects.</p>	0
	<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>Maximum 4 points on this performance measure</p>	<p>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</p>	<p>There was NO Evidence that all health infrastructure projects for the previous FY (2019/2020 FY) complied with risk mitigation plans as site visit reports and monthly compliance monitoring reports were NOT available.</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>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>The LG health department did not submit all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans by 30th April.</p> <p>The health department plan was submitted On 20th May 2020:</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 PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>The LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY</p> <p>The procurement request was made on 4th Aug 2020</p>	1
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>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>There was no evidence that the health infrastructure investments were approved by Contracts committee.</p> <p>The DCC minutes of the meeting held on 7-Jan-2020 and signed off by Dr. Byamukama Agaba (Chairperson of Contracts Committee) were availed. However, it didn't contain any health projects.</p>	0

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>The Project Implementation Team was not appropriately established</p> <p>Letters from the CAO/TC designating members of the Project Implementation Team were reviewed:</p> <ol style="list-style-type: none"> 1. Letter dated 12th Dec 2019 shows appointment of Stephen Muyingo as Project Manager for the construction of five stance VIP brick lined latrines 2. No other letters are available for the other PIT members. 	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>The LG Health infrastructure did not conform to the approved designs</p> <p>Sampled projects include:</p> <p>Standard drawings: HC II</p> <p>Windows: width:1.5m</p> <p>Height – 1.8m</p> <p>Doors: Width – 1.5</p> <p>Height – 2.4</p> <p>Ramp: 1:12</p> <p>Measured dimensions –Kilalamba H/C II in Kakoge subcounty</p> <p>Windows: width:1.46m</p> <p>Doors: Width – 1.47</p> <p>Height – 2.7</p> <p>Splash Apron – 0.6m</p> <p>Mortar week based on the nail test</p> <p>Splash apron cracked in many locations</p> <p>Painting done well</p> <p>Window plaster not well done</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>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>If there is no project, provide the score</p>	<p>There was no evidence of whether the weekly reports are consolidated from the daily site reports.</p> <p>In fact, no weekly reports were availed for review.</p> <p>There was also no evidence of a Clerk of Works on the team</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>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 sufficient evidence that site meetings were held on a monthly basis as per guidelines; In addition, there is no evidence of attendance of other key stakeholders other than the SDE and SOW</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>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 is no 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, CDO.</p> <p>Only SDE and SoW seen to carry out inspections.</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>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>The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract</p> <p>Sample project availed:</p> <p>Project Name: Staff house at Kalungi H/C</p> <p>Proc No: NAKS544/Wrks/19-20/00017</p> <p>Contractor: Rawi Contractors & Supply Co. Ltd</p> <p>Date of payment request: 5-Mar-2020</p> <p>Date when paid: 26-March-2020</p> <p>Amount: 25,286,642</p>	1
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>The procurement files for health infrastructure projects for the current FY are complete</p> <p>Sampled projects:</p> <p>1. Renovation of Isolation Centre building at Nakasongola H/C IV for Covid</p> <p>Contract No: NAKS544/Wrks/10-20/00030</p> <p>Requisition form on file</p> <p>Was a force account so no evaluation report on file</p> <p>Approval by CC on file (Min 77/CC/6/20)</p> <p>2. Renovation of staff house at Kalungi Health Centre III</p> <p>Procurement requisition on file</p> <p>Evaluation report seen and signed off by Muyingo Stephen (Chairman of evaluation committee)</p> <p>Contract implementation plan seen</p> <p>Works contract on file</p> <p>Progress reports on file</p> <p>CC Min: Min 181/CC/12/19</p>	1

Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>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</p>	<p>There was NO Evidence that Nakasongola DLG Health grievances had been recorded, investigated, and responded to in line with the LG grievance redress framework as the LG was yet to: (i) designate a Grievance Redress Officer to coordinate response to feedback on grievance/complaints; (ii) establish a centralized Grievance Redress Committee (GRC); (iii) specify a system for recording, investigating and responding to grievances; (iv) define a complaints referral path; (v) publicly display grievance redress information at LG offices; (vi) publicize the grievance redress mechanisms so that aggrieved parties would know where to report and get redress.</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>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 Nakasongola DLG Health Department had disseminated guidelines on health care/medical waste management to health facilities in the LG that included guidelines on construction of medical waste facilities and had followed up implementation of the health care waste management guidelines by health centers.</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 Nakasongola DLG had a functional system/central infrastructures with equipment for medical waste management and had a dedicated/operational budget for health care waste management.</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 NO Evidence that Nakasongola DLG had conducted training and created awareness in health care waste management as training records on health care waste management were NOT available.</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 Evidence that Nakasongola DLG had Costed ESMPs and Environment Social Health and Safety safeguards incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY (2019/2020 FY) as exemplified by the following projects:</p> <ul style="list-style-type: none"> - Phase II Construction of Staff House at Irima Health Center II in Kalungi Sub-county under DDEG Funding (NAKS/544/WRKS/19-20/00016). Bidding Document had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 15,000 UGX for planting 5No wood trees (<i>Terminalia superba</i>) and 10No fruit trees and maintaining the planted trees for 3 - 5 months to the point of establishment. - Renovation of Staff House at Kalungi Health Center III in Kalungi Sub-county (NAKS/544/WRKS/19-20/00016). Bidding Document had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 15,000 UGX for planting 5No wood trees (<i>Terminalia superba</i>) and 10No fruit trees and maintaining the planted trees for 3 - 5 months to the point of establishment. 	2
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 Evidence that Nakasongola DLG had all health sector projects implemented on land where the LG had proof of ownership, access and availability, without any encumbrances on land acquisition status as exemplified by the following:</p> <ul style="list-style-type: none"> - Formal Consent under Registration of Titles Act, Block No. 205, Transfer Document with passport size photographs of three individuals offering land for upgrade of Kiralamba HC II to HC III in Kiralamba Village, Katuugo Parish, Kakooge Sub-county, Signed by Landowners, Signed by LC III Chairperson of Kakooge Sub-county, Signed and Stamped by Senior Assistant Secretary of Kakooge Sub-county, Nakasongola District. 	2

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 Nakasongola DLG Environmental Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and monthly monitoring reports were NOT available.</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>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</p>	<p>There WAS Evidence that Nakasongola DLG Environmental and Social Certification Forms were completed and signed by the LG Environment Officer and CDO prior to settlement of contractor payment certificates at interim and final stages of all health infrastructure projects as exemplified by the following projects:</p> <ul style="list-style-type: none"> - Completed Environmental and Social Compliance Certification Form (ESCCF) for Upgrade of Kiralamba HC II to HC III in Kiralamba Village, Katuugo Parish, Kakooge Sub-county, Nakasongola District. Signed by Mr. Mugenyi Mathew K., Community Development Officer/Environmental Focal Point Person; Kakooge Sub-county on 22/09/2020. Signed and Stamped by Mr. Andama Charles Ajuni, District Environment Officer, Nakasongola DLG on 22/09/2020. - Signed Contractor Payment Certificate No. 2 for Upgrade of Kiralamba HC II to HC III in Kiralamba Village, Katuugo Parish, Kakooge Sub-county, Nakasongola District. Certified by District Engineer; Authorized by District Environment Officer, District Health Officer, Chief Administrative Officer. Amount Paid: 93,147,667 UGX. - Signed Contractor Payment Certificate No. 3 for Upgrade of Kiralamba HC II to HC III in Kiralamba Village, Katuugo Parish, Kakooge Sub-county, Nakasongola District. Dated 04/06/2020; Certified by District Engineer; Authorized by District Environment Officer, District Health Officer, Chief Administrative Officer. Amount Paid: 85,208,212 UGX. - Signed Contractor Payment Certificate No. 5 for Upgrade of Kiralamba HC II to HC III in Kiralamba Village, Katuugo Parish, Kakooge Sub-county, Nakasongola District. Dated 19/06/2020; Certified by District Engineer; Authorized by District Environment Officer, District Health Officer, Chief Administrative Officer. Amount Paid: 23,465,181 UGX. - Completed Environmental and Social Compliance Certification Form (ESCCF) for Construction of Staff House at Irima HC II in Irima Village, Irima Parish, 	2

Kalungi Sub-county, Nakasongola District. Signed by Ms Ayebare Oliver, Community Development Officer/Environmental Focal Point Person; Kalungi Sub-county on 29/05/2020. Signed and Stamped by Mr. Andama Charles Ajuni, District Environment Officer, Nakasongola DLG on 29/05/2020.

- Signed Contractor Payment Certificate No. 1 for Construction of Staff House at Irima HC II in Irima Village, Irima Parish, Kalungi Sub-county, Nakasongola District. Dated 20/03/2020; Certified by Supervisor of Works, District Engineer; Authorized by District Environment Officer, District Health Officer, Chief Administrative Officer. Amount Paid: 33,061,672 UGX.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional. If the district rural water source functionality as per the sector MIS is: o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	According to the Management Information System (MIS) of the Ministry of Water and Environment, the functionality of the rural water sources in Nakasongola District as of November 03rd, 2020 was 93%.	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	According to the Management Information System (MIS) of the Ministry of Water and Environment, the facilities in Nakasongola with functional water and sanitation committees as of November 3rd, 2020 was 97%	2
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)	The Lower Local Government Assessment has not yet started for Nakasongola District Local Government.	0

<p>Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p>	<p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.</p>	<p>Nakasongola District has 11 Lower Local Government (8 rural sub counties and 3 town councils) namely: Kakooge Sub County (with a coverage of 95%), Kalongo Sub County (with a coverage of 95), Kalungi Sub County (with a coverage of 95%), Wabinyonyi Sub County (with a coverage of 69%), Lwampanga Sub County (with a coverage of 53%), Lwabiyata Sub County (with a coverage of 37%), Nakitoma Sub County (with a coverage of 119%), Nabiswera Sub County (with a coverage of 79.9%), Nakasongora Town Council (with a coverage of 134%), Kakooge Town Council (with a coverage of 129%), and Migyera Town Council (with a coverage of 109%). The average coverage for Nakasongora district is 69% which makes Wabinyonyi Sub County (with a coverage of 69%), Lwampanga Sub County (with a coverage of 53%), and Lwabiyata Sub County (with a coverage of 37%) the sub counties with having coverage below the district coverage. According to the District Annual (Quarter 4) Report 2019/2020, 28 projects were implement during the previous year (2019/2020). The implemented projects included:</p>
<p><i>Maximum 8 points on this performance measure</i></p>	<p>o If 100 % of water projects are implemented in the targeted S/Cs: Score 2</p> <p>o If 80-99%: Score 1</p> <p>o If below 80 %: Score 0</p>	<ul style="list-style-type: none"> - drilling of 12 boreholes; - Rehabilitation of 15 boreholes; and - Construction of 01 lined pit latrine. <p>Of these 28 projects, only 11 (drilling of 05 boreholes, rehabilitation of 05 projects and construction of lined pit latrine) were implemented in the sub counties with water coverage below the district average thus 01 (drilling of borehole) in Lwampanga, 06 (drilling of 02 boreholes, rehabilitation of 3 boreholes, and construction of 01 lined pit latrine) in Lwabiyata and 04 (drilling of 02 boreholes and rehabilitation of 02 boreholes) in Wabinyonyi. Only 11 (39%) of the 28 planned projects were implemented in the sub counties with water coverage below district average coverage.</p>

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

According to the Annual Work plan 2019/2020
which was submitted to the Ministry of Water and
Environment on July 23rd, 2019 and received (and
approved) on July 24th, 2019, three infrastructure
contracts were planned namely:

- Drilling (and Siting) of 12 boreholes at a cost of
UGX 260,000,000/=;

- Rehabilitation of 15 boreholes at a cost of UGX
61,500,000; and

- Construction of 01 lined pit latrine at a cost of UGX
20,000,000=

According to the Annual Performance Report
(Quarter Four Report) which was submitted to the
Ministry of Water and Environment Headquarter on
July 30th, 2020 and was received (acknowledged)
on August 04th, 2020 (the same was reviewed
during the assessment) All Water Supply and
Sanitation infrastructure projects were executed
through four contracts as outlined below:

- Drilling (and Siting) of 12 boreholes was
implemented at a cost of UGX 261,213,000/=.
Drilling was done at a cost of UGX 220,385,886 –
Procurement Ref: Naks 544/Wrks/2019-2020/00010
signed with Galaxy Technical on February 27th,
2020 while Siting was done at a cost of UGX
40,828,000 – Procurement Ref: Naks
544/Servs/2019-2020/00003 signed with Aquatec
Enterprises (U) Limited on January 22nd, 2020

- Rehabilitation of 15 boreholes at a cost of UGX
61,500,000; and

- Construction of 1 lined pit latrine was done at a
cost of UGX 19,985,070 – Procurement Ref: Naks
544/Wrks/2019-2020/00011 signed on November
13th, 2019.

The contracts for Drilling (and Siting) of the
boreholes were done at a deviation of +0.5%.

The contract for Rehabilitation of 15 boreholes was
at a cost done at a deviation of

While the construction of the lined pit latrine was
done at a deviation of + 0.1%

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> <ul style="list-style-type: none"> o If 100% projects completed: score 2 o If 80-99% projects completed: score 1 o If projects completed are below 80%: 0 	<p>Annual Performance Report (Quarter Four Report) was reviewed. It was submitted to the Ministry of Water and Environment Headquarter on July 30th, 2020 and was received (acknowledged) on August 04th, 2020. According to the budget performance there in, all Water Supply and Sanitation infrastructure projects were completed within the planned Fiscal Year (2019/2020)</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>a. If there is an increase in the % of water supply facilities that are functioning</p> <ul style="list-style-type: none"> o If there is an increase: score 2 o If no increase: score 0. 	<p>According to the Management Information System (MIS) of the Ministry of Water and Environment, the functionality of the water supply facilities for the year 2018-2019 was 82% while that for the year 2019-2020 was 93% which represents an increase in functionality of 13%</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 & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <ul style="list-style-type: none"> o If increase is more than 5% score 2 o If increase is between 0-5%, score 1 o If there is no increase : score 0. 	<p>According to the Management Information System (MIS) of the Ministry of Water and Environment, the facilities with functional Water Supply Committees in the year 2018-2019 was 95 while that for the year 2019-2020 was 97 which represents an increase in facilities with functional water sources committees of 2.1 which is between 0 and 5%.</p>	1

Performance Reporting and Performance Improvement

Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance

Maximum 3 points on this performance measure

The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported:
Score: 3

Annual Performance Report (Quarter Four Report) was reviewed. It was submitted to the Ministry Headquarter on July 30th, 2020 and was received (acknowledged) on August 04th, 2020. Twelve borehole were drilled of which, 9 were productive while 3 were nonproductive. Three of the productive boreholes were visited for verification and the results are as outlined below:

- Borehole 56813 is located at Kiwongoile at GPS coordinates 36N0444297, UTM0130035, Altitude 1070. At the time of verification, the borehole was functional as reflected in Quarter 4 (Annual) report mentioned above. I physically met and talked to Mr. Rajab Lutaya (Chairperson Water Users Committee – Tel 0782152739) who expressed satisfaction with the state of the borehole;

- Borehole 56811 is located at Kikonge village at GPS coordinates 36N0452338, UTM0137508, Altitude 1050. At the time of verification, the borehole was functional as reflected in Quarter 4 (Annual) report mentioned above. I physically met and talked to Mr. Samuel Sejuka (Chairperson, LC I, Kikonge Village – Tel 0774286205) who expressed satisfaction with the state of the borehole; and

- Borehole 56820 is located at Karora village at GPS coordinates 36N0441298, UTM0163387, Altitude 1051. At the time of verification, the borehole was functioning well as reflected in Quarter 4 (Annual) report mentioned above. I talked to Mr. Sali Umar by phone (Secretary, Water Source Committee – Tel 0786902614) who expressed satisfaction with the performance of the borehole;

At the time of the verification all the visited boreholes had been fenced. All the people talked to also attested to the fact that training had been conducted for the members of the respective water users committees.

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

Maximum 7 points on this performance measure

a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2

Four Quarterly Reports provided by Local government District Water Office(r) as follows:

- Quarter 1 Report was submitted to the Ministry on November 8th, 2019 - it was received and acknowledged on November 11th, 2019;

- Quarter 2 Report was submitted to the Ministry on February 3rd, 2020 - it was received and acknowledged on February 04th, 2020;

- Quarter 3 Report was submitted to the Ministry on April 23rd, 2020 - the date of receipt and acknowledgement was not indicate; and

- Quarter 4 (which also doubles as the Annual) Report was submitted to the Ministry on July 30th, 2020 - it was received and acknowledged on February 4th, 2020.

These were checked to ascertain whether the Local Government 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. Information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement (and related services) was collected on respective forms and submitted only once on July 30th, 2020 - it was received and acknowledged on August 4th, 2020. All the above mentioned correspondences were signed by Chief Administrative Officer, Mr. Alex Felix Majeme and copied to the Permanent Secretary, Ministry of Local Government; the Director Budget, Ministry of Finance, Planning and Economic Development; the District Chairperson, Nakasongola District Local Government and Resident District Commissioner, Nakasongola District.

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

Maximum 7 points on this performance measure

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

The District Water Office did not have MIS data collected on a quarterly basis. Data for last year was collected collected only once and submitted to the Ministry on July 30th, 2020 where it was received and acknowledged on August 4th, 2020.

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>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</p> <p><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></p>	<p>There was no Lower Local Government (LLG) assessments done in the district hence there is no LLG Assessment Reports availed. Equally, there was no copies of Performance Improvement Plan (PIP) that were received and/or reviewed.</p>	0
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Human Resource Management and Development

6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>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</p>	<p>There was no evidence from the HRM division to show that the DWO budgeted for the critical staff in the District Water Office. The only information available was for the Civil Engineer Arinaitwe Joseph ref: CR/D/10044.</p> <p>Also the wage bill analysis and recruitment plan for FY 2021/2022 dated 17/9/2020 submitted to MoPS indicated that the position of Engineer (water) was vacant.</p>	0
6	<p>Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>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</p>	<p>The District Natural Resources Officer has budgeted for critical staff in the Natural Resources department. Andama Charles Ajuni Senior Environment Officer IPPS NO. 758581, Senior Lands Management Officer IPPS NO. 803421 and District Natural Resources Officer IPPS NO. 758415.</p>	2
7	<p>Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3</p>	<p>There was no evidence from the HRM Division to show that the DWO appraised District Water Office staff against the agreed performance plans during the previous.</p>	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

The activity was not undertaken. There was no capacity needs of the staff that was identified. Equally, there were no training activities neither was there any training plans at the district level documented in the training database.

Management, Monitoring and Supervision of Services.

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

Maximum 6 points on this performance measure

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

Nakasongola District has 11 Lower Local Government (8 rural sub counties and 3 town councils) namely: Kakooge Sub County (with a coverage of 95%), Kalongo Sub County (with a coverage of 95%), Kalungi Sub County (with a coverage of 95%), Wabinyonyi Sub County (with a coverage of 69%), Lwampanga Sub County (with a coverage of 53%), Lwabiyata Sub County (with a coverage of 37%), Nakitoma Sub County (with a coverage of 95%), Nabiswera Sub County (with a coverage of 95%), Nakasongora Town Council (with a coverage of 95%), Kakooge Town Council (with a coverage of 95%), and Migyera Town Council (with a coverage of 95%). The average coverage for Nakasongora district is 81% which makes Wabinyonyi Sub County (with a coverage of 69%), Lwampanga Sub County (with a coverage of 53%), and Lwabiyata Sub County (with a coverage of 37%) the sub counties with having coverage below the district coverage.

According to the District Annual Work plan 2020/2021, 13 new boreholes have been planned to be drilled at a unit cost of UGX 30,000,000/=. Of these, only five have been planned to be drilled in the sub counties with water coverage below the district average thus 02 in Lwampanga, 02 in Lwabiyata and 01 in Wabinyonyi. Only UGX 150,000,000 (38%) of the total UGX 390,000,000 budgeted for the new water projects are in the sub counties with coverage below district average coverage.

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>The district had publicized the allocation to the different Lower Local Governments. As evidence, the same was seen on the district Water Officer Notice Board as well as the respective Sub County Notice Boards. The District has a district Website but the allocations to the Lower Local Government had not yet been uploaded there.</p>	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"> • If 95% and above of the WSS facilities monitored quarterly: score 4 • If 80-94% of the WSS facilities monitored quarterly: score 2 • If less than 80% of the WSS facilities monitored quarterly: Score 0 	<p>There was no evidence that the district Water Office had monitored each of WSS facilities at least quarterly.</p>	0
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>The annual software report for the year 2019/2020 dated July 30th, 2020 was received and reviewed. The report contained Minutes of 3 quarterly meetings (for Quarter 1, Quarter 2 and quarter 4. The same was attached as annex to the Quarter Four /Annual Report dated July 30th, 2020 which was received by the Ministry on August 04th, 2020</p>	2

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>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</p>	<p>The district has publicized the allocation to the different Lower Local Governments. As evidence, a undated copy of the same was seen on the district Water Officer Notice Board as well as the respective Sub County Notice Boards. The District has a district Website but the allocations to the Lower Local Government has not yet been uploaded there.</p>	2
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>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:</p> <ul style="list-style-type: none"> • If funds were allocated score 3 • If not score 0 	<p>The budget was submitted on July 23rd, 2019. It was received and approved by the Ministry On July 24th, 2019. In the NWR budget of UGX 36,425,126/=, only UGX 8,515,000/= (23.4%) was allocated for mobilization.</p>	0

Mobilization for WSS is conducted

Maximum 6 points on this performance measure

b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.

The annual software report for the year 2019/2020 dated July 30th, 2020 was received and reviewed. The same was attached as annex to the Quarter Four /Annual Report dated July 30th, 2020 which was received by the Ministry on August 04th, 2020. Among the soft ware activities reported on was the training that had been conducted in April 15th - June 06th, 2020. The training content included the role of the individual water user committees and how to collect community contributions for operation and maintenance of the water sources.

Three of the productive boreholes were visited for verification and existence of their respective trained Water Source Committees assessed.

- Borehole 56813 is located at Kiwongoile at GPS coordinates 36N0444297, UTM0130035, Altitude 1070. According to Mr. Rajab Lutaya (Chairperson Water Users Committee – Tel 0782152739) the WSC committee had been trained for the borehole;;

- Borehole 56811 is located at Kikonge village at GPS coordinates 36N0452338, UTM0137508, Altitude 1050. According to Mr. Samuel Sejuka (Chairperson, LC I, Kikonge Village – Tel 0774286205) the WSC committee had been trained for the borehole;

- Borehole 56820 is located at Karora village at GPS coordinates 36N0441298, UTM0163387, Altitude 1051. According to Mr. Sali Umar (Secretary, Water Source Committee – Tel 0786902614) the WSC committee had been trained for the borehole;

At the time of the verification all the visited boreholes had been fenced. The water users committee members talked to recalled their roles as taught to them during the WSC training sessions.

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:</p> <p>Score 4 or else 0</p>	<p>These were checked to ascertain whether the Local Government 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. The information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement (and related services) inclusive of location of each facility was collected on respective forms (Form 1 for new facilities and Form 4 for existing facilities) and submitted on July 30th, 2020 - it was received and acknowledged on August 4th, 2020. All the above mentioned correspondences were signed by Chief Administrative Officer, Mr. Alex Felix Majeme and copied to the Permanent Secretary, Ministry of Local Government; the Director Budget, Ministry of Finance, Planning and Economic Development; the District Chairperson, Nakasongola District Local Government and Resident District Commissioner, Nakasongola District.</p> <p>As regards other equipment, fixtures and tolls, the District Water Officer was unable to present an asset register setting out water supply and sanitation facilities by location and Lower Local Government for review during the assessment.</p>	0
11	<p>Planning and Budgeting for Investments is conducted effectively</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:</p> <p>Score 4 or else score 0.</p>	<p>There was no evidence that the LG water sector did a desk appraisal for the 2019/20 projects.</p>	0

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>This year (2020/2021) the planned activities are Drilling 13 boreholes; Rehabilitation of 12 boreholes and of 1 latrines. Of the 13 planned boreholes, evidence was available for only the following:</p> <ul style="list-style-type: none"> - Drilling of 1 new borehole for Kamuwanula Village, Kyambogo Parish, Kakooge Sub County which was signed by Mr. Anamsi Lugumya, LC I Chairperson on October 05th, 2020; - Drilling of 1 new Borehole for Nabwita Village, Kiwembi Parish, which was signed by Mr. Sebuyungwa Peter, LC I Chairperson on September 29th, 2020 which was also endorsed on the same date by Ms. Nandijja Deborah, LC I Secretary for Women Affairs; - Rehabilitation of 1 Borehole for Kamuwanula Village, Kyambogo Parish, Kakooge Sub County which was signed by Mr. Anamsi Lugumya, LC I Chairperson on October 05th, 2020; - Drilling of 1 new Borehole for Kireka Village, , which was signed by Mr. Alfred Kibankoba, LC I Chairperson on October 03rd, 2020 which was also endorsed on the same date by Ms. Birabwa Juliet, LC I Secretary for Women Affairs. 	0
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 no evidence that the LG water sector did a field appraisal for the 2019/20 projects.</p>	0
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 NO Evidence that all water infrastructure projects for the current FY (2020/2021 FY) were screened for environmental and social risks/impacts and ESIA/ESMPs prepared before the projects were approved for construction as Costed ESMPs; designs, BoQs, bidding and contract documents with Costed ESMPs; site visit reports; and monthly compliance monitoring reports were NOT available.</p>	0

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

Maximum 14 points on this performance measure

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

The water and sanitation infrastructure projects were incorporated in the procurement plan.

There is evidence of existence of water projects in the minutes of CC held on 07-Jan-2020 signed off by Dr. Byamukama Agaba (Chairperson of Contracts Committee) – Min.2CC/1/20, Min.4/CC/1/20

The following are the sampled projects.

1. Project Name: Drilling of 11 hand pumped boreholes at selected sites and one production well at Nalukonge - Tumba

Contract No: NAKS544/Wrks/19-20/00010

Approved under: Min.2CC/1/20

Contract Price: 220,385,886

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

2. Project Name: Siting and Drilling Supervision of thirteen hand pump boreholes at selected sites in the District

Contract No: Naks544/Servs/19-20/00003

Approved under: Min.4/CC/1/20

Contract Price: 291,269,361

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

3. Project Name: Rehabilitation of 10 boreholes at selected sites in the District

Contract No: NAKS544/Wrks/19-20/00009

Approved under: Min 149/CC/9/19

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

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

Maximum 14 points on this performance measure

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

There is evidence that water supply and public sanitation infrastructure projects for the previous FY were approved by the contracts committee.

The sampled projects below were approved by Contracts Committee meeting that sat on 7-Jan-2020 which was chaired and signed off by Dr. Byamukama Agaba.

The following are the sampled projects.

1. Project Name: Drilling of 11 hand pumped boreholes at selected sites and one production well at Nalukonge - Tumba

Contract No: NAKS544/Wrks/19-20/00010

Approved under: Min.2CC/1/20

Contract Price: 220,385,886

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Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

3. Project Name: Rehabilitation of 10 boreholes at selected sites in the District

Contract No: NAKS544/Wrks/19-20/00009

Approved under: Min 149/CC/9/19

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

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

Maximum 14 points on this performance measure

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

There was no evidence that the LG established the project implementation team as specified in the sector guidelines.

Contracts Implementation and management plans were availed but the only technical person on board was the Contract Manager

The following reports were sampled:

1. Project Name: Drilling of 11 hand pumped boreholes at selected sites and one production well at Nalukonge - Tumba

Contract No: NAKS544/Wrks/19-20/00010

Approved under: Min.2CC/1/20

Contract Price: 220,385,886

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

2. Project Name: Siting and Drilling Supervision of thirteen hand pump boreholes at selected sites in the District

Contract No: Naks544/Servs/19-20/00003

Approved under: Min.4/CC/1/20

Contract Price: 291,269,361

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

3. Project Name: Rehabilitation of 10 boreholes at selected sites in the District

Contract No: NAKS544/Wrks/19-20/00009

Approved under: Min 149/CC/9/19

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

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

Maximum 14 points on this performance measure

d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2

The Contract (Procurement Ref: Naks 544/Wrks/2019-2020/00011 –was signed on November 13th, 2019 at a cost of UGX 19,985,070. The contract document included the design drawing of the latrine and filled Bills of Quantities. Based on the monitoring report dated and the payment invoice dated 18/2/2010 Latrine was constructed as designed. Invoice of UGX 18,989,817 was seen. Invoice amount is contract sum less Value Added Tax (VAT) and withholding Tax. District Water Officer should ensure any defect is corrected before settlement of final invoice and as built drawing is also prepared. The hand pumps constructed were also done according to the standard design. The platform was constructed as per the national standard and the hand pumps installed were Uganda Mark Two (U2) - equivalent of India Mark 2 which is currently the technology of choice for hand pumps.

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

Maximum 14 points on this performance measure

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

There was no sufficient evidence that the District Engineer, DWO, Environment officer and CDO participated in supervising the WSS projects.

Contracts Implementation and management plans were availed but the only technical person on board was the Contract Manager.

The following projects were sampled:

1. Project Name: Drilling of 11 hand pumped boreholes at selected sites and one production well at Nalukonge - Tumba

Contract No: NAKS544/Wrks/19-20/00010

Approved under: Min.2CC/1/20

Contract Price: 220,385,886

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

2. Project Name: Siting and Drilling Supervision of thirteen hand pump boreholes at selected sites in the District

Contract No: Naks544/Servs/19-20/00003

Approved under: Min.4/CC/1/20

Contract Price: 291,269,361

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

3. Project Name: Rehabilitation of 10 boreholes at selected sites in the District

Contract No: NAKS544/Wrks/19-20/00009

Approved under: Min 149/CC/9/19

Evaluation Report signed off by Arinaitwe Joseph (Chair Person)

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>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> <ul style="list-style-type: none"> o If 100 % contracts paid on time: Score 2 o If not score 0 	<p>Nakasongola DLG DWO verified works and initiated payments of contractors within specified timeframes in the contracts as evidenced by the following sampled contracts:</p> <p>Naks/544/wrks/19 – 20/00009: rehabilitation of 10 boreholes under the rural water grant at selected sites in Nakasongola districts where the payment request was certified and recommended for payment as per contract and payment requests by the DWO on 13/2/2020.</p> <p>Naks/544/wrks/19 – 20/00020: drilling, testing pumps, casting and installation of pumps by Galaxy A grotech (U) Ltd where the payment request was certified and recommended for payment as per contract and payment requests by the DWO on 22/6/2020.</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>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:</p> <p>Score 2, If not score 0</p>	<p>Contract for water infrastructure investments has all relevant records as per the PPDA law.</p> <p>Drilling of eleven hand pumped boreholes at selected locations and one production well.</p> <p>Proc. No: NAKS544/Wrks/19-20/00010</p> <p>Approved under: Min 2/CC/1/20</p> <p>Evaluation Report availed.</p> <p>Works Contract on file</p>	2

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>Score 3, If not score 0</p>	<p>There was NO Evidence that Nakasongola DLG Water Supply, Sanitation Services and Environment related grievances had been recorded, investigated, and responded to by DWO in liaison with the District Grievance Redress Committee in line with the LG grievance redress framework as the LG was yet to:</p> <p>(i) designate a Grievance Redress Officer to coordinate response to feedback on grievance/complaints; (ii) establish a centralized Grievance Redress Committee (GRC); (iii) specify a system for recording, investigating and responding to grievances; (iv) define a complaints referral path; (v) publicly display grievance redress information at LG offices; (vi) publicize the grievance redress mechanisms so that aggrieved parties would know where to report and get redress.</p>	0
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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 & catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was NO Evidence that Nakasongola DLG DWO and Environment Officer had disseminated guidelines on water source and catchment protection and natural resource management to CDOs as the guidelines themselves, minutes of meetings with CDOs and signed acknowledgement of receipt of the guidelines by CDOs were NOT available.</p>	0
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 & 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 NO Evidence that Nakasongola DLG water source protection plans and natural resource management plans for Water Supply and Sanitation Services facilities and infrastructure projects constructed during the previous FY (2019/2020 FY) were prepared and implemented.</p>	0

Safeguards in the Delivery of Investments

Maximum 10 points on this performance measure

b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:

Score 3, If not score 0

There WAS Evidence that Nakasongola DLG had all Water Supply and Sanitation Services infrastructure projects implemented on land where the LG had proof of ownership, access and availability, without any encumbrances on land acquisition status as exemplified by the following:

- Nakasongola DLG Department of Natural Resources presented a Memorandum of Understanding Dated 06/December/2019 offering land for Construction of a Borehole at Budengede Village, Kiwambya Parish, Kalongo Sub-county, Nakasongola District; Embossed with Signatures of Land Owners and Witnesses; Signed and Stamped by Budengede LC I Chairperson on 06/December/2019; Signed by Kalongo Sub county Chairperson on 17/December/2019; Signed by Kalongo Sub county Senior Assistant Secretary on 17/December/2019; Signed by Civil Engineer Water on 17/December/2019.

- Nakasongola DLG Department of Natural Resources presented a Memorandum of Understanding Dated 12/December/2019 offering land for Construction of a Borehole at Kigazi Village, Irima Parish, Kalungi Sub-county, Nakasongola District; Embossed with Signatures of Land Owners and Witnesses; Signed by Kigazi LC I Chairperson; Signed and Stamped by Kalungi Sub county LC III Chairperson on 12/December/2019; Signed and Stamped by District Water Officer on 12/December/2019.

- Nakasongola DLG Department of Natural Resources presented a Memorandum of Understanding Dated 05/December/2019 offering land for Construction of a Borehole at Rukoge Village, Kazwama Parish, Kalungi Sub-county, Nakasongola District; Embossed with Signatures of Land Owners and Witnesses; Signed and Stamped by Rukoge LC I Chairperson; Signed and Stamped by Kalungi Sub county LC III Chairperson; Signed and Stamped by District Water Officer.

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There WAS Evidence that Nakasongola DLG had
Environmental and Social Certification Forms
completed and signed by Environmental Officer and
CDO prior to settlement of contractor payment
certificates at interim and final stages of all Water
Supply and Sanitation Services infrastructure
projects as exemplified by the following:

- Completed Environmental and Social Certification
Form (ESCF) for Drilling One (1) Hand Pump
Borehole in Kikonge Village, Kamunina Parish,
Wabinyonyi Sub-county, Nakasongola District,
Dated 08/June/2020, Signed and Stamped by
Senior Environmental Officer/Acting District Natural
Resources Officer.

- Completed Environmental and Social Certification
Form (ESCF) for Drilling One (1) Hand Pump
Borehole in Kiwongoire Village, Katuugo Parish,
Kakooge Sub-county, Nakasongola District, Dated
14/June/2020, Signed and Stamped by Senior
Environmental Officer/Acting District Natural
Resources Officer.

- Completed Environmental and Social Certification
Form (ESCF) for Drilling One (1) Hand Pump
Borehole in Budengede Village, Kiwambya Parish,
Kalongo Sub-county, Nakasongola District, Dated
20/June/2020, Signed and Stamped by Senior
Environmental Officer/Acting District Natural
Resources Officer.

- Completed Environmental and Social Certification
Form (ESCF) for Drilling One (1) Hand Pump
Borehole in Wangoiro Village, Bujwabe Parish,
Nakitoma Sub-county, Nakasongola District, Dated
22/July/2020, Signed and Stamped by Senior
Environmental Officer/Acting District Natural
Resources Officer.

- Completed Environmental and Social Certification
Form (ESCF) for Drilling One (1) Solar Powered
Production Borehole in Tumba-Nalukonge Village,
Nalukonge Parish, Lwabyata Sub-county,
Nakasongola District, Dated 15/July/2020, Signed
and Stamped by Senior Environmental
Officer/Acting District Natural Resources Officer.

- Signed Contractor Payment Certificate No. 01 for
Rehabilitation of Ten (10) Boreholes
(NAKS/544/WRKS/19-20/00009), Dated
06/01/2020, Certified by Civil Engineer – Water on
06/January/2020, Verified by District Environmental
Officer, Authorized by Chief Administrative Officer
on 13/02/2020. Amount Paid: 29,423,457 UGX.

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 Nakasongola DLG
Environmental Officer and CDO conducted
monitoring of Water Supply and Sanitation Services
infrastructure projects to ascertain compliance with
ESMPs and to verify implementation of mitigation
measures; and monthly monitoring reports were
NOT available.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
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>	Not assessed	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"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 	Not assessed	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"> • Above 70%; score 4 • 60 – 69%; score 2 • Below 60%; score 0 <p>Maximum score 4</p>	Not assessed	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>	Not assessed	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	Not assessed	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	Not assessed	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	Not assessed	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	Not assessed	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	Not assessed	0
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4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the installed micro-scale irrigation systems during last FY are functional • If 100% are functional score 2 or else score 0	Not assessed	0
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Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information Maximum score 4	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	Not assessed	0
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5	Accuracy of reported information: The LG has reported accurate information Maximum score 4	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	Not assessed	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0	Not assessed	0
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6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	Not assessed	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	c. Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	Not assessed	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	Not assessed	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Not assessed	0

Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	There was evidence that the information on the positions filled in LLGs as per minimum staffing standards is accurate. Evidence was from the staff list from the production department and also from the staff lists from the 3 sampled LLGs namely Wabinyonyi Sub county, Nakasongola Town council and Kakooge Subcounty.	1
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	ii Deployed extension workers as per guidelines score 1 or else 0	Not assessed	0
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	Information from the three Sub Counties Sampled indicated that the extension workers were working in LLGs where they were deployed. The sampled LLGs included Kakooge S/C, Nakasongola Town Council and Wabinyonyi S/C in Nakasongola District. Source of information were the current staff lists where their names are included and the arrival books showed their regular attendance. For example from the information in the arrival books there was evidence of regular attendance and also proof that the extension workers are working in the sub counties of their deployment.	2
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines Maximum score 6	c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0	There was evidence that the lists of extension workers deployment were publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. The staff lists were available displayed in offices and at the reception where there are no notice boards.	2

8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</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 previous FY: Score 1 else 0</p>	<p>There was no evidence that the District Production Coordinator Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and submitted a copy to HRO during the previous FY.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>a) Evidence that the District Production Coordinator has;</p> <p>Taken corrective actions: Score 1 or else 0</p>	<p>No corrective action was taken by the District Production Coordinator.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>b) Evidence that:</p> <p>i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0</p>	<p>Not assessed</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Extension Workers</p> <p>Maximum score 4</p>	<p>ii Evidence that training activities were documented in the training database: Score 1 or else 0</p>	<p>Not assessed</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 score 10</p>	<p>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</p>	Not assessed	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>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>	Not assessed	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>	Not assessed	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>	Not assessed	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>	Not assessed	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</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> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 	Not assessed	0
10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p>	<p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p>	Not assessed	0

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0	Not assessed	0
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	Not assessed	0
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	Not assessed	0
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	Not assessed	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	Not assessed	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>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p>	Not assessed	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>	Not assessed	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:</p> <p>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>	Not assessed	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>	Not assessed	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>	Not assessed	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	Not assessed	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	Not assessed	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	Not assessed	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	f)Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	Not assessed	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	Not assessed	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	Not assessed	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	Not assessed	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Not assessed	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	Not assessed	0

Environment and Social Safeguards

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>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</p>	<p>There was NO Evidence that Nakasongola DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as the LG was yet to: (i) designate a Grievance Redress Officer to coordinate response to feedback on grievance/complaints; (ii) establish a centralized Grievance Redress Committee (GRC); (iii) specify a system for recording, investigating, responding to, and reporting on grievances; (iv) define a complaints referral path; (v) publicly display grievance redress mechanism at LG Production Department Notice Board and in multiple public areas; (vi) publicize the grievance redress mechanisms so that aggrieved parties would know where to report and get redress.</p>	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>i). Recorded score 1 or else 0</p> <p>ii). Investigated score 1 or else 0</p> <p>iii). Responded to score 1 or else 0</p> <p>iv). Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was NO Evidence that Nakasongola DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as the LG was yet to: (i) designate a Grievance Redress Officer to coordinate response to feedback on grievance/complaints; (ii) establish a centralized Grievance Redress Committee (GRC); (iii) specify a system for recording, investigating, responding to, and reporting on grievances; (iv) define a complaints referral path; (v) publicly display grievance redress mechanism at LG Production Department Notice Board and in multiple public areas; (vi) publicize the grievance redress mechanisms so that aggrieved parties would know where to report and get redress.</p>	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was NO Evidence that Nakasongola DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as the LG was yet to: (i) designate a Grievance Redress Officer to coordinate response to feedback on grievance/complaints; (ii) establish a centralized Grievance Redress Committee (GRC); (iii) specify a system for recording, investigating, responding to, and reporting on grievances; (iv) define a complaints referral path; (v) publicly display grievance redress mechanism at LG Production Department Notice Board and in multiple public areas; (vi) publicize the grievance redress mechanisms so that aggrieved parties would know where to report and get redress.</p>	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was NO Evidence that Nakasongola DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as the LG was yet to: (i) designate a Grievance Redress Officer to coordinate response to feedback on grievance/complaints; (ii) establish a centralized Grievance Redress Committee (GRC); (iii) specify a system for recording, investigating, responding to, and reporting on grievances; (iv) define a complaints referral path; (v) publicly display grievance redress mechanism at LG Production Department Notice Board and in multiple public areas; (vi) publicize the grievance redress mechanisms so that aggrieved parties would know where to report and get redress.</p>	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	<p>There was NO Evidence that Nakasongola DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as the LG was yet to: (i) designate a Grievance Redress Officer to coordinate response to feedback on grievance/complaints; (ii) establish a centralized Grievance Redress Committee (GRC); (iii) specify a system for recording, investigating, responding to, and reporting on grievances; (iv) define a complaints referral path; (v) publicly display grievance redress mechanism at LG Production Department Notice Board and in multiple public areas; (vi) publicize the grievance redress mechanisms so that aggrieved parties would know where to report and get redress.</p>	0
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Environment and Social Requirements

15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>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.</p> <p>score 2 or else 0</p>	<p>There was NO Evidence that Nakasongola DLG had disseminated micro-scale irrigation guidelines that included Environmental and Social Safeguards requirements to beneficiary smallholder farmers as the guidelines themselves, minutes of meetings with beneficiary smallholder farmers and signed acknowledgement of receipt of the guidelines by beneficiary smallholder farmers were NOT available. Additionally, MoUs between LGs and farmers and Environmental and Social Safeguards requirements compliance monitoring reports were also NOT available.</p>	0
15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p>	<p>There was NO Evidence that Nakasongola DLG had Costed ESMPs incorporated into designs, BoQs, bidding and contractual documents for micro-scale irrigation sector projects.</p>	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	There was NO Evidence that Nakasongola DLG had carried out compliance monitoring for mitigation of irrigation impacts for micro-scale irrigation sector projects.	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	There was NO Evidence that Nakasongola DLG had Environmental and Social Certification Forms (ESCFs) completed and signed by Environmental Officer prior to settlements of contractor payment certificates at interim and final stages of micro-scale irrigation sector projects.	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was NO Evidence that Nakasongola DLG had Environmental and Social Certification Forms (ESCFs) completed and signed by CDO prior to settlements of contractor payment certificates at interim and final stages of micro-scale irrigation sector projects.	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	<p>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</p> <p>Maximum score is 70</p>	<p>If the LG has recruited the Senior Agriculture Engineer score 70 or else 0.</p>	<p>The LG has not recruited a Senior Agriculture Engineer as explained in the wage bill analysis and recruitment plan for Financial year 2021/2022 dated 17th September 2020.</p>	0
Environment and Social Requirements				
2	<p>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.</p> <p>Maximum score is 30</p>	<p>If the LG:</p> <p>a. Carried out Environmental, Social and Climate Change screening, score 15 or else 0.</p>	<p>There was NO Evidence that Nakasongola DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all micro-scale irrigation sector infrastructure projects.</p>	0
2	<p>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.</p> <p>Maximum score is 30</p>	<p>b. Carried out Social Impact Assessments (ESIAs) where required, score 15 or else 0.</p>	<p>There was NO Evidence that Nakasongola DLG carried out Environmental, Social and Climate Change Screening and Environmental and Social Impact Assessments (ESIAs); and prepared Costed ESMPs, where required, prior to commencement of all civil works for all micro-scale irrigation sector infrastructure projects.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
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.	There was evidence that the Civil Engineer (water) Mulondo Hussein was substantively recruited and appointed on 12/12/2018, Min No. 120/2018 (120.1).	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.	There was no evidence in the HRM Division to show that the Assistant Water Officer for mobilization was substantive.	0
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.	There was no evidence in the HRM Division to show that the Borehole Maintenance Technician/Assistant Engineering Officer was substantively recruited.	0
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.	There was no evidence in the HRM Division that the Natural Resources Officer was recruited substantively.	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.	There was no evidence in the HRM Division about recruitment of the Environment Officer.	0
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.	Mugenyi Geoffrey was assigned extra duties as acting Forestry Officer on 17/10/2018.	0
Environment and Social Requirements				
2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	There WAS Evidence that Nakasongola DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all water sector infrastructure projects for the previous FY (2019/2020 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) for the following water sector infrastructure projects: - Completed Environmental and	10

Social Screening Form (ESSF) for Drilling One (1) Hand Pump Borehole in Kikonge Village, Kamunina Parish, Wabinyonyi Sub-county, Nakasongola District, Dated 02/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Drilling One (1) Hand Pump Borehole in Kiwongoire Village, Katuugo Parish, Kakooge Sub-county, Nakasongola District, Dated 02/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Drilling One (1) Hand Pump Borehole in Budengede Village, Kiwambya Parish, Kalongo Sub-county, Nakasongola District, Dated 02/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Drilling One (1) Hand Pump Borehole in Wangoiro Village, Bujwabe Parish, Nakitoma Sub-county, Nakasongola District, Dated 17/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Drilling One (1) Solar Powered Production Borehole in Tumba-Nalukonge Village, Nalukonge Parish, Lwabyata Sub-county, Nakasongola District, Dated 17/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

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

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

There WAS Evidence that Nakasongola DLG carried out Environmental and Social Impact Assessments (ESIAs) prior to commencement of all civil works

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

for all water sector infrastructure projects for the previous financial year (2019/2020 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) for the following water sector infrastructure projects:

- Completed Environmental and Social Screening Form (ESSF) for Drilling One (1) Hand Pump Borehole in Kikonge Village, Kamunina Parish, Wabinyonyi Sub-county, Nakasongola District, Dated 02/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Drilling One (1) Hand Pump Borehole in Kiwongoire Village, Katuugo Parish, Kakooge Sub-county, Nakasongola District, Dated 02/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Drilling One (1) Hand Pump Borehole in Budengede Village, Kiwambya Parish, Kalongo Sub-county, Nakasongola District, Dated 02/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Drilling One (1) Hand Pump Borehole in Wangoiro Village, Bujwabe Parish, Nakitoma Sub-county, Nakasongola District, Dated 17/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Drilling One (1) Solar Powered Production Borehole in Tumba-Nalukonge Village, Nalukonge Parish, Lwabyata Sub-county, Nakasongola District, Dated 17/June/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural

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

c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.

There WAS Evidence that Nakasongola DLG ensured that contractors had abstraction permits issued by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works for all water sector infrastructure projects for the previous FY (2019/2020 FY) as exemplified by the following abstraction permits issued to LG contractors by DWRM:

- Drilling Permit. Name of Permit Holder: Galaxy Agro Tech Uganda Limited P.O. Box 36164 Kampala. Permit Number: DP12505/DW 2019. Issuance Date: Thursday 16 May 2019. Permit Duration: Monday 01 July 2019 until Tuesday 30 June 2020. Signed by Eng. Kavutse Dominic; Director of Water Development.

- Drilling Permit. Name of Permit Holder: KLR Uganda Limited P.O. Box 32370 Kampala. Permit Number: DP11662/DW 2020. Issuance Date: Monday 22 June 2020. Permit Duration: Wednesday 01 July 2020 until Wednesday 30 June 2021. Signed by Eng. Joseph Oriono Eyatu; Director of Water Development.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions. Applicable to Districts only. Maximum score is 70	If the LG has substantively recruited or formally requested for secondment of: a. District Health Officer, score 10 or else 0.	There was evidence that the District has a substantive District Health Officer (Agaba Byamukama) appointed on 5th May,2016, Min No- 20/2016.	10
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions. Applicable to Districts only. Maximum score is 70	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0	According to the document from the health department titled 'Filled and vacant positions in the Health Department' this position was approved but not yet filled. It is also confirmed in the recruitment plan FY 2021/2022 dated 17th September, 2020.	0
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions. Applicable to Districts only. Maximum score is 70	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	According to the document from the health department titled 'Filled and vacant positions in the Health Department' the position of Assistant District Health Officer (Environmental Health was approved but not yet filled.	0
1	Evidence that the District has substantively recruited or formally requested for secondment of staff for all critical positions. Applicable to Districts only. Maximum score is 70	d. Principal Health Inspector (Senior Environment Officer) , score 10 or else 0.	The Health Department has recruited a Principal Health Inspector (Zziwa Moses) appointed on 11th March 2014.	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>e. Senior Health Educator, score 10 or else 0.</p>	<p>The post of Senior Health Educator was not filled. The evidence was on a document titled “filled and Vacant posts in the Health Department “which showed that the post was approved but not filled.</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>f. Biostatistician, score 10 or 0.</p>	<p>The Health Department has a substantive Biostatistician (Karahukayo James) appointed on 20th February, 2012, Min No- 04/2012.</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>The LG has a substantive Cold Chain Technician (Lwebuga Kirya) appointed on 5th May, 2016, Min No- 17/2016.</p>	10
1	<p>Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>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.</p>		
1	<p>Evidence that the Municipality has in place or formally requested for secondment of staff for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. If the MC has in place or formally requested for secondment of Principal Health Inspector, score 20 or else 0.</p>		

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

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

Applicable to MCs only.

Maximum score is 70

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)

If the LG carried out:
a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.

There was NO Evidence that Nakasongola DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all health sector projects for the current financial year (2020/2021 FY) as completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for health sector projects for the current financial year were NOT available.

0

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)

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

There was NO Evidence that Nakasongola DLG carried out Environmental and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all health sector projects for the current financial year (2020/2021 FY) as completed Environmental and Social Screening Forms (ESSFs), Costed ESMPs and ESIA reports for health sector projects for the current financial year were NOT available.

0

Maximum score is 30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
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.	There was evidence that the DLG has a substantive District Education Officer (Lubega Kajura) appointed on 9th March 2006, Min No-02/2006.	30
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.	There was evidence that the LG recruited all Inspectors of schools; The Senior Inspector of Schools (Mbangire Samuel) was appointed on 21st June, 2004, Min No-07/2004, Inspector of Schools (Nabayizzi Mary) was appointed on 9th July, 2013, Min No- 48/2013 and Kamyia Difas was appointed on 21st March 2006, Min No-02/2006.	40

Environment and Social Requirements

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

The Maximum score is 30

If the LG carried out:

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

There WAS Evidence that Nakasongola DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all education sector projects for the previous financial year (2019/2020 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following education sector projects:

- Completed Environmental and Social Screening Form (ESSF) for Construction of 5-Stance Lined Pit Latrine and Urinal at Sasira P/S in Sasira Village, Sasira Parish, Wabinyonyi Sub-county (NAKS/544/WRKS/19-20/00004), Dated 20/04/2020, Signed and Stamped by District Environment Officer on 20/04/2020.

- Costed Environmental and Social Management Plan (ESMP) for Construction of 5-Stance Lined Pit Latrine and Urinal at Sasira P/S in Sasira Village, Sasira Parish, Wabinyonyi Sub-county (NAKS/544/WRKS/19-20/00004). Bidding Document had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 305,000 UGX for supply and planting approved local tree seedlings and termite treatment as directed by District Environment Officer.

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

The Maximum score is 30

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

There WAS Evidence that Nakasongola DLG carried out Environmental and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all education sector projects for the previous financial year (2019/2020 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following education sector projects:

- Completed Environmental and Social Screening Form (ESSF) for Construction of 5-Stance Lined Pit Latrine and Urinal at Sasira P/S in Sasira Village, Sasira Parish, Wabinyonyi Sub-county (NAKS/544/WRKS/19-20/00004), Dated 20/04/2020, Signed and Stamped by District Environment Officer on 20/04/2020.

- Costed Environmental and Social Management Plan (ESMP) for Construction of 5-Stance Lined Pit Latrine and Urinal at Sasira P/S in Sasira Village, Sasira Parish, Wabinyonyi Sub-county (NAKS/544/WRKS/19-20/00004). Bidding Document had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 305,000 UGX for supply and planting approved local tree seedlings and termite treatment as directed by District Environment Officer.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
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	The LG submitted the staffing requirements for the FY 2021/2022 to MoPS. This was evidenced in the document dated 17th September, 2020, titled 'Submission of wage bill analysis and recruitment plan for FY 2021/2022' addressed to PS-MoFPED and endorsed by CAO. The Document was received by MoFPED, MoLG and MoPS on 24th September, 2020 before 30th September 2020	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.	b. District Planner/Senior Planner, score 3 or else 0	There was evidence that the LG has a substantive District Planner (Namayega Rose) appointed on promotion from a biostatistician to a District Planner. Her appointment letter is dated 5th May, 2016, Min No-26/2016.	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.	c. District Engineer/Principal Engineer, score 3 or else 0	The Senior Engineer (Arinaitwe Joseph) appointed on 12th December 2018 was acting as the District Engineer at the time of this assessment.	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.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	There was no evidence that the LG has a substantive District Natural Resource officer. The Senior Environment officer (Andama Charles) was acting as the District Natural Resource officer at the time of this assessment.	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	There was evidence that the LG has a substantive District Production Officer by the names of Dr.Kitaka Gerald Muwanga with appointment letter dated 4th June, 2015, Min No-55/2015.	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	There was evidence that the LG has a substantive District Community Development officer (Buyinza Simon) with regularization of appointment letter dated 4th/August, 2011,Min No-13/2011.	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	Senior commercial officer (Nabasumba Loy) appointed on 11th April 2016, Min No-35/2016 was acting as the District Commercial officer at the time of this assessment.	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.	other critical staff h (i). A Senior Procurement Officer (Municipal: Procurement Officer) score 2 or else 0.	There was evidence that the LG has a substantive Senior Procurement Officer (Kaggwa Robert) appointed on 1st November, 2007 (transfer within service).	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	There was no evidence to show that the LG has a Procurement officer. This is also confirmed in the recruitment plan FY 2021/2022 dated 17th September, 2020.	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.	i. Principal Human Resource Officer, score 2 or else 0	Senior Human Resource Officer (Nabatanzi Atia) appointed on 21st April, 2017, was the acting Principal Human Resource Officer at the time of this assessment.	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.	j. A Senior Environment Officer, score 2 or else 0	There was evidence that the LG has a Substantive Senior Environment Officer (Andama Charles) appointed on 17th July 2018 Min No- 90.1/2019 (transfer within service from Forest Officer to Senior Environment Officer).	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.	k. Senior Land Management Officer, score 2 or else 0	There was evidence that the LG has a Substantive Senior Land Management Officer (Segujja Mustafa) appointed on 9th July 2013, Min No- 25/2013.	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.	l. A Senior Accountant, score 2 or else 0	The position of Senior Accountant was vacant at the time of this assessment. This was evidenced in the recruitment plan for FY 2021/2022 where this position was declared vacant.	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.	m. Principal Internal Auditor for Districts and Senior Internal Auditor for MCs, score 2 or else 0	There was evidence that the LG has a substantive District Internal Auditor (Odongo Lebson) who was appointed on promotion on 9th July, 2013, Min No- 43/2013.	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.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	There was evidence that the District has a Principal Human Resource officer (Drici Charles) appointed on probation on 31st March, 2011, Min No- 05/2011 and confirmed on 9th November,2011, Min No- 19/2011. He is the Secretary DSC.	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:	From the information provided by the HRM Division, some Senior Assistant Secretaries in LLGs were in Acting positions. These included; Namuyombya Agnes Rose the Acting SAS of Kakooge Sub County and Kyagaba Rogers the Acting SAS of Lwampanga Sub County.	0
	Maximum score is 15	a. Senior Assistant Secretaries in all LLGS,	The substantive Senior Assistant Secretaries included; Bukenya David SAS Kalongo S/C, Namecwa Rebeca SAS Nakitoma S/C, Nankya Suzan SAS Wabiyata S/C, Kitonsa Edward SAS Kalungi S/C, Obulu Lawrence SAS Nabiswera S/C and Begumye Robert SAS Wabinyonyi S/C.	
		score 5 or else 0	The Town Clerks below were also substantive;	
			Kasibante Herbert Town Clerk Nakasongola T/C, TashobYa Stephen Town Clerk Kakooge T/C and Ntege Umar Town Clerk Migeera T/C	
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:	There was evidence that all Community Development Officer or Senior Community Development Officers in case of Town Councils, in all LLGs are substantively appointed. Senior CDO Kakande Disan (Kakooge T/C) and Senior CDO Nsekanabo Sarah (Nakasongola T/C) were appointed on 19th November,2018.	5
	Maximum score is 15	b. A Community Development Officer or Senior CDO in case of Town Councils, in all LLGS	CDOs Amany Charles (Kalongo S/C)and Sentale Fred (Nabiswera S/C)	
		score 5 or else 0.	Were appointed on 15th April 2009. CDO Nsamba Simon (Migeera T/C) was appointed on 20th April, 2016.	
			CDO Nabukeera Juliet (Kalungi S/C) was appointed on 24th July 2012, CDO semaganda Mathias (Wabinyonyi S/C) was appointed on 31st March, 2011, while CDO Migade Micheal (Nakitoma S/C) and CDO Buyinza Simon (Lwabiyata S/C) were appointed on 25th March, 2020.	

2	<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>There was evidence that the LG has recruited Senior Assistant Accountants and Accounts Assistants in all the LLGs as follows:</p> <p>Assistant Accountants Kimeze Edward (Migeera T/C), Sizomu Judith (Kakooge T/C), Candia Simon (Lwampanga S/C), Talemwa Juliet (Nakasongola T/C), Adongo Constance (Kalungi S/C) and Kamoga Daniel (Nakitoma S/C) were all appointed on 5th July, 2018 while Nalugya Joyce (Kakooge S/C) was appointed on 25th May, 2018.</p> <p>Senior Assistant Accountants Butebona Joyce (Wabinyonyi S/C), Kibikyo Godfrey (Nabiswera S/C) , Muwanga Fred (Migeera T/C) , Baguma Abel</p> <p>(Kakooge T/C) , Namaganda Irene and Kironde Vincent (Kalongo S/C) were all appointed on 5th July, 2018 while Senyonjo Johnson (Wabiyata S/C) was appointed on 26th March, 2019.</p>	5
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Environment and Social Requirements

3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>a. Natural Resources department,</p> <p>score 2 or else 0</p>	<p>The budget for Natural Resources department was UGX199,249,544 and the released funds were UGX 189,523,461 giving a negative variance of UGX9,726,083 .</p>	0
3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>b. Community Based Services department.</p> <p>score 2 or else 0.</p>	<p>The budget for Community Based Services department was UGX 255,011,294 and the released funds were UGX 250,630,636 giving a negative variance of UGX 4,380,658.</p>	0

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 Nakasongola DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all projects as exemplified by completed Environmental and Social Screening Forms (ESSFs) for the following projects:

- Completed Environmental and Social Screening Form (ESSF) for Construction of Mulonzi Seed Secondary School in Nabiswera Sub-county under UGIFT Funding, Dated 22/10/2020, Signed by Senior Environmental Officer/Acting District Natural Resources Officer, Signed by Senior Assistant Secretary - Nabiswera Sub-county.

- Completed Environmental and Social Screening Form (ESSF) for Construction of Two (2) Classroom Block at Kyalweza P/S in Kakooge Sub-county under SFG Funding (NAKS/544/WRKS/20-21/00004), Dated 19/October/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

- Completed Environmental and Social Screening Form (ESSF) for Phase II Construction of Perimeter Fence with Chain Link and Concrete Poles at Nakasongola DLG Headquarters in Nakasongola Town Council under DDEG Funding (NAKS/544/WRKS/20-21/00011), Dated 19/October/2020, Signed and Stamped by Senior Environmental Officer/Acting District Natural Resources Officer.

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 Nakasongola DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all projects implemented using the DDEG for the previous financial year (2019/2020 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) for the following projects:

- Completed Environmental and Social Screening Form (ESSF) for Phase II Construction of Staff House at Irima Health Center II in Kalungi Sub-county under DDEG Funding (NAKS/544/WRKS/19-20/00016).
- Completed Environmental and Social Screening Form (ESSF) for Phase I Construction of Perimeter Fence with Chain Link and Concrete Poles at Nakasongola DLG Headquarters in Nakasongola Town Council, under DDEG Funding (NAKS/544/WRKS/19-20/00025).
- Completed Environmental and Social Screening Form (ESSF) for Renovation of Two (2) Classroom Block at Buyamba P/S in Nabiswera Sub-county under DDEG Funding (NAKS/544/WRKS/19-20/00007).

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

Maximum score is 12

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

score 4 or 0

There WAS Evidence that Nakasongola DLG had Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG) prior to commencement of all civil works as exemplified by the following projects:

- Phase II Construction of Perimeter Fence with Chain Link and Concrete Poles at Nakasongola DLG Headquarters in Nakasongola Town Council under DDEG Funding (NAKS/544/WRKS/20-21/00011), Page 19 of Bidding Document Stamped on 03/September/2020 by Innovator Projects Limited had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 300,000 UGX for supply and planting of approved local tree seedlings as directed by the Environment Officer.

- Phase I Construction of Perimeter Fence with Chain Link and Concrete Poles at Nakasongola DLG Headquarters in Nakasongola Town Council under DDEG Funding (NAKS/544/WRKS/19-20/00025). Section J of Bidding Document Signed and Stamped on 05/March/2020 by Innovator Projects Limited had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 240,000 UGX for supply and planting of approved local tree seedlings as directed by the Environment Officer.

- Phase II Construction of Staff House at Irima Health Center II in Kalungi Sub-county under DDEG Funding (NAKS/544/WRKS/19-20/00016). Bidding Document had a section on Environmental Compliance in the Bill of Quantities (BoQ) that indicated 15,000 UGX for planting 5 No wood trees (*Terminalia superba*) and 10 No fruit trees and maintaining the planted trees for 3 - 5 months to the point of establishment.

Financial management and reporting

5	<p>Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.</p> <p>Maximum score is 10</p>	<p>If a LG has a clean audit opinion, score 10;</p> <p>If a LG has a qualified audit opinion, score 5</p> <p>If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0</p>	<p>The Nakasongola DLG will be scored in January 2021 when the Auditor General report for the year 2019/20 is issued.</p>	0
6	<p>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).</p> <p>maximum score is 10</p>	<p>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),</p> <p>score 10 or else 0.</p>	<p>The LG submitted status of implementation of Internal Auditor General and Auditor General audit issues for the year 2018/19 on 18 March 2020 to PS/ST, after the February 2020 deadline.</p>	0
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 has submitted an annual performance contract of 2020/21 on 18 June 2020 before the deadline of August 31st, 2020.</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 LG submitted the Annual Performance Report for the year 2019/20 on 17/9/2020 which was after August 31, 2020.</p>	0

Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year

Maximum score is 4

If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year, score 4 or else 0.

The LG submitted the all the quarterly budget Performance Report for the year 2019/20 on the following dates:

Q1 - 07/12/2019

Q2 → 11/2/2020

Q3 – 08/5/2020

Q4 – 17/9/2020

Q4 report was submitted on 17/9/2020 after the deadline of August 2020