



## **LGMSD 2021/22**

Mbarara District

(Vote Code: 537)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	73%
Education Minimum Conditions	100%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	75%
Micro-scale Irrigation Minimum Conditions	70%
Crosscutting Performance Measures	73%
Educational Performance Measures	73%
Health Performance Measures	78%
Water & Environment Performance Measures	61%
Micro-scale Irrigation Performance Measures	33%

**Crosscutting  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Service Delivery Outcomes of DDEG investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s):</li> <li>• If so: Score 4 or else 0</li> </ul>	<p>Mbarara DLG implemented three (03) infrastructure DDEG funded projects in FY2021/2022.</p> <p>Construction of Roadside Market at Kagongi UGX30,000,000</p> <p>Construction of staff house at Kashare HCIII UGX48,079,572</p> <p>Construction of offices at Bwizibwera HCIV UGX85,000,000</p> <p>Feasibility study for Bwizibwera DLG HQs UGX8,712,000</p> <p>One of the three projects was site visited and the works carried out were confirmed. The project - Construction of Roadside Market at Kagongi and it was found in a functional state. The construction has just been completed and the market is ready to be launched into operation.</p>	<b>4</b>

2	<p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<p>a. If the average score in the overall LLG performance assessment increased from previous assessment :</p> <ul style="list-style-type: none"> <li>o by more than 10%: Score 3</li> <li>o 5-10% increase: Score 2</li> <li>o Below 5 % Score 0</li> </ul>	<p>N/A. LLG assessment started this year.</p>	0
2	<p>Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p>	<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"> <li>• If 100% the projects were completed : Score 3</li> <li>• If 80-99%: Score 2</li> <li>• If below 80%: 0</li> </ul>	<p>Mbarara DLG implemented four (04) DDEG funded capital investment projects in FY2021/2022.</p> <p>Construction of offices at Bwizibwera HCIV UGX85,000,000</p> <p>Feasibility study for Bwizibwera DLG HQs UGX8,712,000</p> <p>Construction of Roadside Market at Rubindi UGX30,000,000</p> <p>Construction of staff house at Kashare HCIII UGX48,079,572</p> <p>The LG's 4th Performance Report for FY 2021/2022 shows that DDEG total amount budgeted for investment projects was UGX584,442,000 and what was spent was UGX584,442,000 which made 100%.</p> <p>The completion certificates for the construction phases under consideration in the different projects were seen and reviewed.</p>	3

Investment  
Performance

Maximum 4 points on  
this performance  
measure

a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:

Score 2 or else  
score 0.

Mbarara DLG implemented four (04) DDEG funded projects in FY2021/2022.

Construction of Roadside Market at Kagongi UGX30,000,000

Construction of offices at Bwizibwera HCIV UGX85,000,000

Construction of staff house at Kashare HCIII UGX48,079,572

Feasibility study for Bwizibwera DLG HQs UGX8,712,000

The LG's 4th Performance Report for FY 2021/2022 shows that DDEG was spent 100% by the end of the year. The total amount budgeted for investment projects was UGX584,442,000 and what was spent was UGX584,442,000 which made 100%.

The projects were all eligible under DDEG guidelines (Code 048104, Table 7, page 8).

3	<p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p>	<p>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,</p> <p>score 2 or else score 0</p>	<p>The variation in the contract price for the DDEG project implemented was within +/-20% of the LG Engineers estimates.</p> <p>Below are the details of the projects reviewed.</p> <p>Construction of a Roadside market at Kyakabani in Kagongi S/C(Mbar537/wrks/2021-2022/00018)</p> <ul style="list-style-type: none"> <li>• Contract price: UGX 25,101,000</li> <li>• Engineer's Estimate: UGX30,000,000</li> <li>• Price Variation: UGX 4,899,000</li> <li>• percent Variation: -16.33%</li> <li>• Comment: Variation below 20%</li> </ul>	2
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**Performance Reporting and Performance Improvement**

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>A comparison between information provided by the HRM Office and what was availed in the three sampled LLGs confirm that information on staffing was accurate. The three LLGs that were visited by the assessor were Bubaare Sub-county (14 staff), Bwizibwera – Rutooma Town Council (21 staff) and Kagongi Sub-county (14 staff).</p>	2
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4	<p>Accuracy of reported information</p> <p>Maximum 4 points on this Performance Measure</p>	<p>b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:</p> <ul style="list-style-type: none"> <li>• If 100 % in place: Score 2, else score 0.</li> </ul> <p><b><i>Note: if there are no reports produced to review: Score 0</i></b></p>	<p>For these two (02) projects:</p> <p>Construction of Roadside Market at Kagongi UGX30,000,000</p> <p>Construction of staff house at Kashare HCIII UGX48,079,572</p> <p>Feasibility study for Bwizibwera DLG HQs UGX8,712,000</p> <p>For the one project site visited the actual level of completion as verified during site visit was found to be consistent with what was in the report.</p>	2
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### Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>There was evidence that Mbarara DLG consolidated and submitted staffing requirements to MoPS. A copy of the letter referenced CR/156/1 dated 26th September 2022 "Submission of wage requirements (budget) for FY 2023/2024 was availed to the assessor. A delivery sheet confirmed that the letter was received on 29th September with copies to MFPED and MoLG also received on the same date.</p>	2
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7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>The district was not tracking and analyzing staff attendance. Mbarara DLG suspended the practice of tracking and analyzing staff attendance since the onset of covid-19 pandemic and up to now it has not yet been resumed.</p>	0
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>The assessor established that while performance appraisal of staff was conducted in the previous FY, it was not done according to MoPS guidelines as all HoDs except two were appraised beyond the deadline of 30th June 2022 as seen below:</p> <ol style="list-style-type: none"> <li>1. The CFO, Julius Mugonzi was appraised on 29th July 2022</li> <li>2. The District Planner (Tusimireyo Johnson) was appraised on 7th July 2022</li> <li>3. The District Engineer (Mwebaze Emmanuel) was appraised on 15th September 2022</li> <li>4. The District Production Officer (Tumwesigye Robert) was appraised on 13th July 2022</li> <li>5. The District Community Development Officer (Byarhanga Arthur) was appraised on 11th July 2022</li> <li>6. The District Commercial Officer (Nkwatsibwe Adams Bwisho) was new and not due for appraisal</li> <li>7. The Senior Procurement Officer (Mwije Dinah) was appraised on 1st July 2022</li> <li>8. The Principal Human Resource Officer (Kagaba Allan Rukira) was</li> </ol>	0

appraised on 9th November 2022

9. The Acting Principal Internal Auditor (Ashaba Aheebwa) was appraised on 1st July 2022

10. The District Education Officer (Ahimbisibwe Gabriel Kyabaiza) was appraised on 30th June 2022

11. The appraisal report for the District Health Officer (Dr Ssebutinde Peter) was not availed.

12. The District Water Officer (Mucunguzi Joseph) was appraised on 31st August 2022

13. The Principal Human Resource Officer (Secretary to the DSC) was appraised on 30th June 2022

7	Performance management  Maximum 5 points on this Performance Measure	ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:  Score 1 or else 0	There was evidence that Mbarara DLG was administering rewards and sanctions to staff. The rewards and sanctions committee was found to be in place and functional exemplified by existence of minutes of their meetings. For example a meeting which took place on 14th June handled disciplinary cases of 23 staff members.	1
7	Performance management  Maximum 5 points on this Performance Measure	iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.  Score 1 or else 0	Mbarara DLG had not yet established a Consultative Committee for staff grievance redress	0



Payroll management

Maximum 1 point on this Performance Measure or else score 0

a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:

Score 1.

Not all staff recruited in the previous FY accessed the salary payroll within a period of two months. The assessor was availed a list of 61 newly appointed staff to determine when they accessed the salary payroll. The assessor randomly selected 7 and found out that only 1 accessed the salary payroll within two months from the time of appointment. The rest accessed the salary payroll after 3 months from the time of appointment. This was attributed to the implementation of the new payroll system

1. Kategaya Edgar (Parish Chief) was appointed on 12th January 2022 and accessed the salary payroll of April 2022

2. Nagaba Dickson (Parish Chief) was appointed on 12th January 2022 and accessed the salary payroll of April 2022

3. Nasasira Mercy (Parish Chief) was appointed on 12th January 2022 and accessed the salary payroll of April 2022

4. Arinaitwe Alex (Education Assistant) was appointed on 6th January 2022 and accessed the salary payroll of April 2022

5. Kyasimire Harriet (Education Assistant) was appointed on 6th January 2022 and accessed the salary payroll of April 2022

6. Ainemugisha Sarafina (Education Assistant) was appointed on 6th January 2022 and accessed the salary payroll of April 2022

7. Mugisha Nicholas (Principal Commercial Officer) was appointed on 21st December 2021 and accessed the salary payroll of March 2022

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.

The assessor was given a list of 18 staff who retired in the previous FY to determine when they accessed the pension payroll. Due to poor and very slow connectivity, the PHRO could not check the dates of access to pension payroll for all the retirees within the available time. The assessor randomly picked 4 from the list and found out that all of them accessed the pension payroll within two months from the date of retirement. These included:

1. Ahimbisibwe Anna who retired on 1st November 2021 and accessed the pension payroll of January 2022

2. Tumubwine Patrick who retired on 1st November 2021 and accessed the pension payroll of January 2022

3. Kyomugasho Jacenta who retired on 9th April 2022 and accessed the pension payroll of May 2022

4 Ruzoora Dan who retired on 2nd June 2022 and accessed the pension payroll of July 2022

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

10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:	Annual FY2021/2022 Mbarara District DDEG budget for LLGs was 314,169,453. What was transferred to 9 Sub counties and 2 Town Councils during the FY according to the financial report was UGX314,169,453, composed as follows:	2
	Maximum 6 points on this Performance Measure	Score 2 or else score 0	<p>Quarter one UGX104,723,151</p> <p>Quarter two UGX104,723,151</p> <p>Quarter three UGX104,723,151</p> <p>Total UGX314,169,453</p> <p>This was 100%. This means 100% was transferred.</p>	
10	Effective Planning, Budgeting and Transfer of Funds for Service Delivery	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):	<p>For MDLG, the DDEG funds were warranted and transferred during FY2021/2022 to LLGs as follows:</p> <p>For Quarter 1, the MoFPED circular is dated 9th July 2021, the CAO warranted on 23rd July 2021 and the funds were transferred on 25/07/2021.</p> <p>For Quarter 2, the MoFPED circular is dated 30th September 2021, the CAO warranted on 25th October and the funds were sent on 27th October 2021.</p> <p>For Quarter 3, cash limits were communicated through MoFPED circular dated 22nd December 2021. The CAO warranted 13th January 2022 and the disbursements made on 17th January 2022.</p> <p>In all the three quarters, the warranting of DDEG grants was effected beyond the 5 days' time limit.</p>	0
	Maximum 6 points on this Performance Measure	Score: 2 or else score 0		

Effective Planning, Budgeting and Transfer of Funds for Service Delivery

Maximum 6 points on this Performance Measure

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:

Score 2 or else score 0

For MDLG DDEG funds for FY2021/2022, the warranting, transfers to LLGs and communications were as follows:

For Quarter 1, the MoFPED circular is dated 9th July 2021, the CAO warranted on 23rd July 2021, the funds were transferred on 25/07/2021 and communication was dated 26/07/2021.

For Quarter 2, the MoFPED circular is dated 30th September 2021, the CAO warranted on 25th October, the funds were sent on 27th October 2021 and the communication was dated 28/10/2021.

For Quarter 3, cash limits were communicated through MoFPED circular dated 22nd December 2021. The CAO warranted 13th January 2022, the disbursements made on 17th January 2022 and the communication was dated 17/01/2022.

In all the three quarters, the invoicing and communication on of DDEG grants was effected within the 5 days deadline.

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:

Score 2 or else score 0

Four reports were provided as evidence of supervision and mentoring activities in LLGs during FY2021/2022.

A report dated 04/10/2021 titled QUARTER ONE PAF MENTORING REPORT ON DEVELOPING STRATEGIC PLANS AND PROJECT PROFILES FOR SUBCOUNTY AND TOWN COUNCIL STAFF. The monitoring/mentoring team constituted 6 staff and focused on training LLG staff on developing project profiles for 5 year strategic planning.

A report dated 04/04/2022 titled MONITORING REPORT FOR SECOND QUARTER FY2021/2022. The monitoring team visited Rushozi Industrial Park and inspected the water harvesting facility constructed under DDEG FY2021/2022. Other projects monitored in this visit were the Kagongi Roadside Market in Kagongi S/C. Recommendations were made for corrections in the works to be done by contractors and in social safeguards.

A report dated 03/05/2022 titled MENTORING REPORT FOR THIRD QUARTER FY2021/2022. The team of 4 people visited projects in the sub counties of Rubaya, Kashare, Rubindi, Kagongi, Rwanyamahembe and Bukiro. The participants in the mentoring program included parish chiefs, CDOs, TCs, sub county chiefs and PDM focal persons. The main aim of the activity was to mentor in strategic planning – its purpose, its process and its results.

A report dated 21/06/2022 titled REPORT ON MONITORING OF DISTRICT PROJECTS FOR 4TH QUARTER FY2021/2022. The projects visited in the monitoring activity included Rushozi Industrial Hub, Kashare HCIII OPD and Staff house, Kagongi Roadside Market and Proposed Bwizibwera DLG HQs. Several recommendations came out of the exercise including request to have the District Staff Surveyor surveying the lands on which GoU projects are implemented and the District Engineer to ensure that roads are opened or maintained to access the areas for government projects.

Mbarara DLG supervised/monitored/mentored projects in the previous FY2021/2022 in accordance with the requirements

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

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:

Score 2 or else score 0

One set of minutes was provided as evidence of presentation of monitoring /supervision reports for the four quarters to, and their discussion in TPC.

TPC minutes for a meeting on 07/10/2021 discussed quarter one mentoring and monitoring report (Minute No. 117/10/2021) – Presentation and discussion of quarterly mentoring and monitoring report.

TPC minutes for a meeting on 09/02/2022 discussed quarter two mentoring and monitoring reports (Minute 147/02/2022 – Presentation and discussion of the quarterly mentoring and monitoring reports

TPC minutes for a meeting on 27/04/2022 discussed quarter three mentoring and monitoring report Minute No. 164/04/2022 – Presentation and discussion of the quarterly monitoring reports.

Minutes for TPC meeting on 29/06/2022 discussed quarter four monitoring and mentoring report (Min. 178/06/2022 – Presentation of quarterly monitoring and mentoring reports)

In each of the TPC meetings, recommendations of the monitoring and mentoring activities were examined and points of action allocated to relevant heads of department.

The DLG carried out mentoring/supervision activities, reported on them and the reports were handled by the TPC during FY2021/2022.

## Investment Management

12	Planning and budgeting for investments is conducted effectively  Maximum 12 points on this Performance Measure	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:  Score 2 or else score 0  <b><i>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</i></b>	The LG had an electronic assets register, formatted as required by the LG Accounting Manual. A printed copy of the same manual was also availed for this assessment.  A number of assets sampled during this assessment including land and buildings, computers, furniture and motor vehicles were found in the register.  The LG has an asset register which is updated and its details and content satisfy this requirement.	2
12	Planning and budgeting for investments is conducted effectively  Maximum 12 points on this Performance Measure	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:  Score 1 or else 0	A Board of Survey report dated 25th August 2022 with 14 key recommendations was availed. The recommendations generally touched on the following areas:  DLG liaise with Central Government on the issue of e-waste disposal  All DLG assets be clearly marked and engraved  Take measures to establish central stores at S/Cs and T/Cs  Take measures to board off that are unserviceable  DLG develop a policy on management of motorcycles  Constitute a BoS committees at sub county levels to carry out duties  Fence off DLG headquarters and allow two gates for maximum security	1

Introduce a stores movement book to optimise stores management

Dispose of expired medical supplies

Make arrangements to repair DLG HQ buildings

Actions Taken:

Several steps have been taken to implement the recommendations of the recent and previous Board of Survey reports;

The DLG had carried out an asset disposal during FY2020/2021 and so does not currently have a big number of assets for disposal.

The BoS report for FY2021/2022 was discussed by the TPC in preparation for presentation to Council

The LG created bin cards and a stores ledger to help re-organise stores

The LG acquired a container to increase and enhance storage capacity

The LG computerized the assets register and added the assets onto IFMIS.

There was evidence that the DLG is taking action on Board of Survey report recommendations.



Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

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.

Mbarara DLG has an 18 member Physical Planning Committee. According to the minutes seen, during the year ended 2021/2022 the Physical Planning Committee met on the following dates:

Quarter 1 meeting on 19/07/2021 and minutes submitted to MoLHUD on 22/07/2021.

Quarter 2 meeting on 11/10/2021 and minutes submitted to MoLHUD on 18/10/2021.

Quarter 3 meeting on 31/01/2022 and minutes submitted to MoLHUD on 07/02/2022.

Quarter 4 meeting on 10/06/2022 and minutes submitted to MoLHUD on 11/06/2022.

Quarter 4 meeting on 30/06/2022 and minutes submitted to MoLHUD on 07/07/2022.

The requirement of quarterly physical planning meetings and submission of four (04) sets of minutes of the year to MoLHUD was satisfied.

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

d.For DDEG financed projects;

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:

Score 2 or else score 0

Mbarara DLG has three (03) DDEG funded project in its FY2022/2023 annual workplan and budget.

Construction of Nursing School at Bwizibwera in Bwizibwera-Rutooma T/C UGX71,348,000

A Desk Appraisal aims to ensure that a project meets the following requirements.

- Derived from the LG Development Plan

- Consistent with sector guidelines & DDEG objectives

- Financially feasible

- Having costed project profiles.

A desk appraisal reports for the above DDEG infrastructural projects of FY2022/2023 were availed and seen.

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>Mbarara DLG had two (02) DDEG funded infrastructural projects in its FY2021/2022 budget.</p> <p>Construction of Roadside Market at Kagongi UGX30,000,000</p> <p>Construction of staff house at Kashare HCIII UGX48,079,572</p> <p>Feasibility study for Bwizibwera DLG HQs UGX8,712,000</p> <p>A Field Appraisal aims to ensure that a project meets the following requirements.</p> <p>-Technical feasibility</p> <p>-Environmental and social acceptability requirements.</p> <p>Evidence was provided concerning a field appraisals for the three DDEG infrastructural projects of FY2021/22.</p>	2
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12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>The profiles for FY2022/2023 MDLG projects were included in the DDP for FY2021/2022-2024/2025 as an Annex.</p> <p>MDLG FY2022/2023 Project profiles (costed) for were presented and discussed in the TPC meeting which sat on 21/09/2021, Minute number 108/09/2021 – Discussion of Project Profiles and Briefs on District Planning.</p> <p>The minutes including the costed profiles were availed for the assessment and seen/reviewed.</p>	1
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12	0	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>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:</p> <p>Score 2 or else score 0</p>	<p>There was no evidence that the LG carried out Environmental, Social and Climate Change screening for DDEG Projects. These were some of the project(s) listed in the procurement workplan for current year 2022/23</p> <ul style="list-style-type: none"> <li>• Construction of Nursing training school in Bwizibwera TC. contract amount at 200,000,000UGX.item 14 on page 13 of the procurement Plan</li> </ul>
13	1	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>The planned infrastructure project to be implemented using DDEG funds for the current FY according to the work plan from the District planner was incorporated in the LG approved procurement plan. i.e.;</p> <p>Construction of a Nursing Training school at Buzibwera TC was incorporated in the document as item No.14 on page 13 under Education at a budget of UGX 200,000,000.</p>
13	1	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>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</p>	<p>The infrastructure projects to be implemented in the current FY using DDEG funds. i.e.</p> <p>Construction of a Nursing Training school at Buzibwera TC had not been procured by the time assessment and no construction of the same had commenced.</p> <p>It was therefore established that the construction of infrastructure projects to be implemented in the current FY using DDEG funds had not been done without approval by contracts Committee.</p>

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p>	<p>A complete Project Implementation team was constituted on 16/08/2021 for all implemented projects in the DLG for the FY 2021/22 including the DDEG funded project composed of all the required members. I.e. D/Engineer as the project Manager, DCDO, Environment Officer, the Contract manager and Labour Officer. The Assistant Engineer (Sozi Emmanuel) was appointed separately on 28/1/2022 as the clerk of works.</p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:</p> <p>Score 1 or else score 0</p>	<p>From the site visit observations, it was established that the Constructed roadside market at Kyakabani in Kagongi S/C followed the standard technical designs provided by the District Engineer as detailed below;</p> <p>The market with an office was constructed with brick works and concrete work tops for the 30 stalls that were provided for each with a steel metallic door fixed measuring 1000mm/3000mm. A floor with screed finishing was also done as well as a roofing of pre-painted corrugated galvanized 30 gauge- iron-sheets. No major or minor defects were observed by the time of site visit.</p>	1

13	0	<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>It was established that supervision by the relevant technical officers i.e., D/Engineer, Environment and Community Development Officers was not properly done as required prior to verification and certification of works for the DDEG funded projects according to the monthly joint monitoring reports dated 1/4/2022 and 11/4/2022 by the D/Engineer and the Environment officer plus other members of the implementation team but missing the D/CDO who participated only once on 17/6/2022 for the Construction of a Roadside market at Kyakabani in Kagongi S/C.</p>
13	1	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):</p> <p>Score 1 or else score 0</p>	<p>From the procurement files and payment vouchers, it was established that the DLG verified works (certified), all initiated payments of contractors were paid within specified time frames as per contract. i.e. (within 2 months if no agreement) For example;</p> <p>Construction of a Roadside market at Kyakabani in Kagongi S/C(Mbar537/wrks/2021-2022/00018)</p> <ul style="list-style-type: none"> <li>• Contractor: Upstream Partner Engineering (U)Ltd</li> <li>• Contractor's claim dated 25/03/2022</li> <li>• Amount: UGX 25,101,000</li> <li>• Engineer's certificate No.1 dated 21/4/2022</li> <li>• Paid on: 27/5/2022</li> <li>• Note: Contractor was paid within 2 months from date of claim.</li> </ul> <p>Construction of a 2-classroom block with office and staff house at Karuyenje P/S and a 3 unit staff house at Mishenyi P/S respectively.</p>

(Mbar537/wrks/2021-2022/00012)

- Contractor: Epic fine Services and contractors Ltd
- Contractor's claim dated 14/3/2022
- Amount: UGX 70,000,000
- Engineer's certificate No.2 dated 12/4/2022
- Paid on: 11/5/2022
- Note: Paid within 2 months

Construction of OPD at Kashare HC III(Mbar537/wrks/2021-2022/00008)

- Contractor: Cream General and Technical Services Ltd
- Contractor's claim dated 17/5/2022
- Amount: UGX 150,000,000
- Engineer's certificate No.2 dated 2/6/2022
- Paid on: 16/6/2022
- Note: Paid within 2 months

13

1

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

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

Score 1 or else 0

All the contracts had complete procurement files in place with all records as required by the PPDA Law since the DDEG funded projects were implemented using force account mechanism but had approval from the DLG contracts committee as detailed below;

Construction of a Roadside market at Kyakabani in Kagongi S/C(Mbar537/wrks/2021-2022/00018)

- Contracts Committee meeting minutes dated: 20/12/2021
- Minute of approval: 88/12/2021/2022(e)

- Evaluation report dated: 6/12/2021
- Contract sum: UGX 25,101,000
- Contract agreement signed on: 28/1/2022
- Contractor: Upstream Partner Engineering (U) Ltd

Construction of a 2-classroom block with office and staff house at Karuyenje P/S and a 3 unit staff house at Mishenyi P/S respectively.  
(Mbar537/wrks/2021-2022/00012)

- Contracts Committee meeting minutes dated: 7/10/2021
- Minute of approval: 42/10/2021/2022(j)
- Evaluation report dated: 30/9/2021
- Contract sum: UGX 140,904,980
- Contract agreement signed on: 14/12/2021
- Contractor: Epic fine Services and contractors Ltd

Construction of OPD at Kashare HC III(Mbar537/wrks/2021-2022/00008)

- Contracts Committee meeting minutes dated: 7/10/2021
- Minute of approval: 42/10/2021/2022(e)
- Evaluation report dated: 30/9/2021
- Contract sum: UGX 325,912,914
- Solicitor general's clearance dated: 2/2/2022
- Contract agreement signed on: 3/2/2022
- Contractor: Cream General and



**Environment and Social Safeguards**

14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>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.</p> <p>Score: 2 or else score 0</p>	<p>There was evidence that the LG designated a person to coordinate response to feed-back (grievance/complaints) and centralized Grievance Redress Committee (GRC). By copy of letter Ref no CR/156/1 dated 15/07/2020 there was an appointment of as a focal person to handle GRM (Mr. Kasongora Edward) signed by CAO</p> <p>Committee members included DCDO, PHRO, SCO, NRO, PAS communications officer dated 15/7/2020</p>	2
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>If so: Score 2 or else 0</p>	<p>There was evidence that the LG had a specified system for recording, investigating and responding to grievances, which includes a centralized complaints log A complaints log seen had Date, complainant, contacts, Nature of complaint, Investigations findings, action taken</p> <p>The public display was seen on the notice board for Grievance management at the District CAOs office noticeboard at the entrance of Mbarara DLG</p>	2

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>If so: Score 1 or else 0</p>	<p>There was evidence that the LG had publicized on public boards the grievance redress mechanisms so that aggrieved parties know where to report and get redress by the time of assessment.</p> <p>The public display was seen on the notice board for Grievance management at the District deputy CAOs office noticeboard at the entrance of Mbarara DLG with phone numbers of the Principal Administrative Secretary (PAS).</p>	1
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: Score 1 or else score 0</p>	<p>Mbarara DLG Development Plan III and Annual Workplan and budget 2022/2023 encompass aspects of environment, social and climate change interventions as most are cross cutting and embedded throughout the plans. Specific examples of the sections where environment and climate change interventions are highlighted include:</p> <p>In the DDP page 39, there is an MDLG intervention incorporated on Pages 39-41:</p> <p>Section 2.6 - Environment and Natural Resources</p> <p>Section 2.6.1 – Forests</p> <p>Section 2.6.2 – Wetlands</p> <p>Section 2.6.3 – Waste management (solid and liquid)</p> <p>Section 2.6.4 – Water resources</p> <p>Section 2.6.5 – Air</p> <p>Section 2.6.6 - Lands</p> <p>Page 31-38: Human Capital Development program</p> <p>Health, Education, Water and Sanitation, Community development and social protection</p>	1

Section 2..5.4 – Community development and social protection

Approved budget FY2022/2023

Program 06 – Natural resources, environment, climate change, land and water

Sub Programme 01 – Environment and natural resources management.

Environment and social safeguards.

Environmental, social and climate change interventions were integrated into MDLG Development Plans, annual work plans and budgets.

15	1	<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>score 1 or else 0</p>	<p>MDLG Planning Unit disseminated enhanced DDEG guidelines in a TPC meeting with lower local government representatives on 07/10/2021. The meeting was attended by 25 people including representatives from all LLGs including sub county chiefs and town clerks (Min. 114/10/2021 – Dissemination of the DDEG and Unconditional Grant Guidelines FY2021/2022).</p> <p>The recipients of the DDEG guidelines signed for them in acknowledgement of their receipt.</p>
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15	3	Safeguards for service delivery of investments effectively handled.	(For investments financed from the DDEG other than health, education, water, and irrigation):	There was 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 example;
Maximum 11 points on this performance measure	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:	<ul style="list-style-type: none"> <li>• Construction of roadside market at Kyakabani, Ntura Parish, Kagongi SC. Ref No Mbar537/wrks/2021-2022/00018. There were 2 contracts ie Contractor M/s Upstream Partner Engineering (U) Ltd. Contract amount 25,101,000UGX and 42,153,500UGX. The ESMP (generalized for all projects) was prepared and costed at 200,000 UGX for construction activities. In the BOQ under item (A) was Environmental restoration (proper levelling of soils, proper disposal of debris) costed at 600,000UGX</li> </ul>		
	score 3 or else score 0			
15	0	Safeguards for service delivery of investments effectively handled.	d. Examples of projects with costing of the additional impact from climate change.	There was no evidence availed to show projects with costing of the additional impact from climate change for the previous FY
Maximum 11 points on this performance measure	Score 3 or else score 0			

15	1	Safeguards for service delivery of investments effectively handled.	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:	The LG had proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances for the previous FY by the time of assessment for DDEG projects. Which include;
Maximum 11 points on this performance measure	Score 1 or else score 0	<ul style="list-style-type: none"> <li>For the roadside Market in Kagongi SC. There was Certificate of Title Plot 169 Block 11 at Kagongi. Ownership Mbarara District Local Government (Kagongi SC) measuring 2.74 hectares dated 15/06/2022 signed by Registrar of Titles</li> </ul>		
15	0	Safeguards for service delivery of investments effectively handled.	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:	There was evidence that Environmental officer and CDO conducted support supervision and monitoring for health, education and water projects. However, Monthly reports were not done. Examples include;
Maximum 11 points on this performance measure	Score 1 or else score 0	<p>Monitoring Report for compliance on construction of 3-unit staff house at Mishenyi PS. Monitoring report dated 21/01/2022 signed by CDO and Environment officer.</p> <p>Monitoring Report for compliance on construction of OPD in Kashare HC III Monitoring report dated 27/05/2022 signed by CDO and Environment officer.</p> <p>Monitoring Report for compliance on drilling of Boreholes Monitoring report dated 30/6/2022 signed by CDO and Environment officer.</p> <p>Compliance issues included; provision of PPEs, limitation of working hours to daytime and Site debris disposed off properly</p>		

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:

Score 1 or else score 0

There was evidence that LG had E&S compliance Certification forms completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects. examples include;

- Construction of 3-unit staff house at Akashanda PS in Bukiuro SC and construction of 3-unit staff house at Karuhitsi PS. Payment certificate No 1 dated 24/1/2022. Amount paid was 46,141,500UGX. signed by CDO and Environment officer on 24/1/2022. Environmental compliance certification signed on 19/5/2022
- Construction of OPD building, five stance VIP latrine and Placenta Pit at Kashare HC III. Interim Payment certificate No 2 dated 17/06/2022. Amount paid was 110,571,965 UGX. signed by CDO and Environment officer on 17/06/2022. Environmental compliance certification signed on 30/3/2022
- Construction of roadside market at Kagongi SC Interim Payment certificate No 1. Amount paid was 23,845,950UGX signed by CDO and Environment officer on 21/4/2022

## Financial management

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:

Score 2 or else  
score 0

According to Mbarara DLG  
FY2021/2022 financial report, the LG  
runs the following bank accounts:

Treasury single account

General Fund account – reconciled to  
30/11/2022

YLP recovery account – reconciled to  
30/11/2022

UWEP recovery account – reconciled  
to 30/11/2022

Mbarara Global Fund account –  
reconciled to 30/11/2022

The responsibility of reconciliation of  
the TSA is said to have been taken  
back to MoFPED.

As on date of the assessment  
15/12/2022, the rest of Mbarara  
DLG's bank accounts were reconciled  
to 31/10/2022.

The DLG's bank accounts were  
reconciled as required under this  
manual.

17	2	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.</p> <p>Score 2 or else score 0</p>	<p>The four quarterly reports of FY 2021/2022 were produced by the MDLG Internal Audit department.</p> <p>Quarter 1 report is dated 07/11/2021, Quarter 2 dated 20/02/2022, Quarter 3 dated 20/05/2022 and Quarter 4 dated 29/07/2022.</p> <p>There was evidence that the reports were submitted to CAO, RDC, LGPAC and the LCV Chair through dated acknowledgement stamps and signatures of the recipients on the file copy of the report.</p>
17	1	<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>The four MDLG quarterly internal audit reports for FY2021/2022 did contain a section for follow-up on the status of implementation of prior audit findings/ recommendations.</p> <p>LGPAC and Council minutes also show the trail of how previous audit findings and recommendations are followed up in the DLG. For example the Council in its sitting on 24/11/2021 discussed a presentation of the DPAC report on follow-up of previous audit recommendations (Min. MDLG/CoU/42/11/2021 – Presentation and discussion of PAC report). The report is/was presented by the CAO as LGPAC Action Paper)</p> <p>We conclude that the LG's has a working mechanism for follow-up of previous internal audit findings and the mechanism is being used to actually follow-up and ensure meaningful conclusion of audit issues.</p>



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>MDLG records show that the four quarterly internal audit reports were received by CAO, Council and DPAC through witness of dated acknowledgement stamps and signatures of the recipients on the file copy of the report.</p> <p>LGPAC in its meeting on 27th to 29th June 2022 discussed Quarter1 and quarter 2 internal audit reports (Min MDLG/DPAC/06/06/2022 – Discussion of 1st and 2nd quarter reports FY2021/2022.</p> <p>However, DPAC has only handled Quarters one and two reports and hasn't handled quarters three and four.</p>	0
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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>Mbarara DLG OSR budget for FY 2021/2022 was UGX1,007,858,860. What was realised was UGX842,814,581. This was 83.6% of what was budgeted and falls outside the +/-10% range.</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"> <li>• If more than 10 %: score 2.</li> <li>• If the increase is from 5% -10 %: score 1.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>According to the financial reports, Mbarara DLG OSR performance for FY 2020/2021 was UGX974,341,070. But this amount included UGX106,000,000 earned from the sale of assets, leaving income for the FY at UGX868,341,070. Performance for FY 2021/2022 was UGX842,814,581. This was a reduction in revenue, which was UGX25,526,489 i.e. 2.9%.</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>During the year ended 2021/2022, what was collected as OSR was UGX842,814,581.</p> <p>During the FY, what was remitted to LLGs was UGX51,864,579.</p> <p>Quarter two UGX4,927,910</p> <p>Quarter three UGX27,067,377</p> <p>Quarter four UGX19,869,292</p> <p>This was 6.15% of the collections.</p> <p>The remittance was less than the 65% and did not comply with the requirement.</p>	0

## 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 was evidence of Publicized information to citizens on awarded contracts and amounts, for example;</p> <p>Construction of a Roadside market at Kyakabani in Kagongi S/C awarded to Sky Light General Services Ltd at a contract price of UGX25,101,000 was displayed on 20/12/2021 and removed on 31/12/2021, Construction of a 2-classroom block with office and staff house at Karuyenje P/S and a 3 unit staff house at Mishenyi P/S respectively awarded to Epic fine Services and contractors Ltd at a contract price of UGX 140,904,980 was displayed on 8/10/2021 and removed on 21/10/2021, Construction of OPD at Kashare HC III awarded to Cream General and Technical Services Ltd at a contract price of UGX 325,912,914 was displayed on 8/10/2021 and removed on 21/10/2021. Etc...The procurement plan for the current FY 2022/2023 was also seen displayed on the DLG notice board.</p>	2
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 LG's performance assessment results for FY2020/2021 were disseminated by displaying them on the DLG noticeboard.</p> <p>During this assessment, the results were found on the DLG noticeboard which could be easily accessed by the staff and the general public.</p> <p>The results were also published on the LG website <a href="http://www.mbarara.go.ug">www.mbarara.go.ug</a> and were viewed during this assessment.</p>	2

LG shares information with citizens

Maximum 6 points on this Performance Measure

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

Mbarara DLG hosts radio programs on various stations in the district which air to the entire region. Some of the radios are Endigito FM, Great Africa, Grace radio, Glory FM, Radio West. Areas of focus include roads, sources of water constructed, environmental management, OWC performance, Rural electrification, PDM, schools, YLP and UWEP, Health service delivery, Production e.g. Sensitisation on artificial insemination, immunization, UPE, construction SoPs in schools etc.

Examples of the dates when the DLG went on air to interact with the public during the FY under assessment were Monday 01/04/2022 on Grace Radio 5-6pm, Saturday 01/12/2021 on Endigito Radio from 9-10am, Thursday 01/09/2021 on Radio West from 11:00-12:00pm and Sunday 02/07/2021 on Great Africa Radio from 7:00-8:00pm.

In each of the radio presentations, the listeners from the general public called in, asked questions and generally interacted with the presenters on different pertinent service delivery issues.

The DLG interacted with the public and provided opportunity for questions, update and feedback on the status of implementation of its service delivery activities.

21	1	<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>For the year under assessment FY2021/2022, two sets of publications intended to make publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal were seen.</p> <p>The two publications were put on the two LG noticeboards and the copies on the noticeboard were seen during this assessment.</p> <p>The publications specified the tax rates to apply in revenue collection points for the different tax categories.</p> <p>The LG satisfied the requirement of publishing information on i) tax rates, ii) collection procedures, and iii) procedures for appeal.</p>
22	1	<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>The DLG (CAO) did not prepare a report on actions taken on IGG recommendations of the assessment year FY2021/2022.</p> <p>A scan through the DLG IGG file did not reveal any IGG communications or issues in FY2021/2022.</p> <p>Even though no report was prepared, since the file revealed no IGG issues, we conclude that there were no issues to report on.</p>

**Educational  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 4</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>The assessor obtained and reviewed the PLE results for 2019 and 2020 and calculated the percentage improvement in performance. The assessor noted that the PLE performance improved by 3 % as evidenced below:</p> <p>PLE 2019 (D1: 625, D2: 1956, D3: 383)</p> <p>Total candidates who passed in D1,2 and 3= 2964</p> <p>PLE 2020 (D1: 680, D2: 2006, D3: 364)</p> <p>Total candidates who passed in D1,2, and 3= 3050</p> <p>(Current year – Previous year) /Previous year X 100</p> <p>(3050- 2964)/ 2964 X 100 = 3%</p> <p>The percentage Increase of PLE pass rate of Mbarara DLG between the previous school year but one (2019) and the previous year (2020) was 3%. Improvement between 1% and 5% we score 2.</p>	2

1

3

Learning Outcomes:  
The LG has improved  
PLE and USE pass  
rates.

Maximum 7 points on  
this performance  
measure

b) The LG UCE pass  
rate has improved  
between the previous  
school year but one  
and the previous year

- If improvement by  
more than 5% score 3
- Between 1 and 5%  
score 2
- No improvement  
score 0

The assessor obtained and  
reviewed the UCE results for 2019  
and 2020 and calculated the  
percentage Improvement in  
performance. The assessor noted  
that there was improvement of 27%  
in UCE performance as evidenced  
below:

UCE 2019 (D1: 47, D2: 179, D3:  
214)

Total candidates who passed with  
D1, 2 and 3 = 440

UCE 2020 (D1: 105, D2: 226, D3:  
229)

Total candidates who passed with  
D1, 2 and 3 =560

$$(560 - 440) / 440 \times 100 = 27 \%$$

The percentage Increase in UCE  
performance in Mbarara DLG  
between the previous school year  
but one (2019) and the previous  
year (2020) was 27%. Improvement  
by more than 5% scored a 3

2

0

Service Delivery  
Performance: Increase  
in the average score in  
the education LLG  
performance  
assessment.

Maximum 2 points

a) Average score in  
the education LLG  
performance has  
improved between  
the previous year but  
one and the previous  
year

- If improvement by  
more than 5% score 2
- Between 1 and 5%  
score 1
- No improvement  
score 0

This was the first year of  
assessment and no baseline yet  
done

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

Maximum 8 points on  
this performance  
measure

a) If the education  
development grant  
has been used on  
eligible activities as  
defined in the sector  
guidelines: score 2;  
Else score 0

There was evidence that the  
education development grant was  
used on eligible activities as per  
sector guidelines.

The review of the LG quarterly  
performance report (Q4) FY  
2021/22 revealed that the approved  
sector development grant of UGX  
110,798,000,000 was released in  
FY 2021/22 and spent on capital  
investments representing 24%  
spent on construction of  
classrooms, distribution of desks  
among others.

Specific details below on some of  
the picked eligible activities among  
others:

- Construction of a 2-classroom  
block at Karuyenje PS in  
Rwanyamahembe TC and a 3unit  
staff house at Mishenyi PS in  
Rwanyamahembe TC at a cost of  
68,026,764.

- Construction of 2 classroom block  
at Rukanja PS, in Rubindi sub  
county at a cost of 103,395,435.

- Construction of a 3 unit staff house  
at Nombe PS in Kashare Sub  
county at a cost of 52,327,159.

Mbarara DLG used its education  
development grant on eligible  
activities as defined in the sector  
guidelines hence a score of 2

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

Maximum 8 points on  
this performance  
measure

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

Seven (07) MDLG Education  
infrastructure projects of  
FY2021/2022 were sampled to  
check certification before payment.

Payment to Kirimi Enterprises Ltd  
for construction of 3 units of staff  
houses at Nombe and Rweshe P/Ss  
(UGX52,327,159) – Requisition  
dated 02/06/2022 and certified by



else score 0

DEO, District Engineer, Environment Officer, CDO, and CAO on 08/06/2022.

Payment to Extech Technical Services Ltd for construction of 3 units of staff houses at Bunenero P/S (UGX44,412,899) – Requisition dated 02/06/2022 and certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 08/06/2022.

Payment to Frambo General Services Ltd for construction of 3 units of staff houses at Akashanda and Karuhisi P/Ss (UGX69,553,300) – Requisition dated 19/05/2022 and certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 24/05/2022.

Payment to Arthur Technical Services Ltd for construction of 2 classroom block at Rukanja P/S and staff house at Rwamuhigi P/S (UGX103,395,435) – Requisition dated 07/03/2022 and certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 03/03/2022.

Payment to Epic Fine Services and Contractors Ltd for construction of 2 classroom block at Karuyenje P/S and 3 units of staff houses at Mishenyi P/S (UGX68,026,764) – Requisition dated 24/01/2022 and certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 20/01/2022.

Payment to Quest International Ltd for construction of 3 units of staff houses and 5 stance pit latrine at Kitengure P/S (UGX55,508,500) – Requisition dated 02/06/2022 and certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 08/06/2022.

Payment to Epic Fine Services and Contractors Ltd for construction of 2 classroom block at Karuyenje P/S

and 3 unit staff house at Mishenyi P/S (UGX65,596,667) – Requisition dated 13/04/2022 and certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 13/04/2022.

All the seven (07) payments for infrastructural projects sampled were certified before payment as required under the regulations.

3

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 variation in the contract prices for projects implemented under the Education sector was within +/-20% of the MoWT estimates. i.e.

Construction of a 2-classroom block with office and staff house at Karuyenje P/S and a 3 unit staff house at Mishenyi P/S respectively. (Mbar537/wrks/2021-2022/00012)

Contract Price: UGX 140,904,980

Engineer's Estimate: UGX 144,615,050

Price Variation: UGX 3,710,070

Percentage Variation: -2.5%

Comment: Variation below 20%

Construction of a 2-classroom block with office and staff house at Rukanga P/S and a 3 unit staff house at Rwamuhigi P/S respectively. (Mbar537/wrks/2021-2022/00009)

Contract Price: UGX 145,013,622

Engineer's Estimate: UGX 147,368,100

Price Variation: UGX 2,354,478

Percentage Variation: 2%

Comment: Variation below 20%

Construction of 3 unit staff houses at Akashanda P/S and Karuhitsi P/S.(Mbar537/wrks/2021-2022/00015)

Contract Price: UGX 121,784,000

Engineer's Estimate: UGX 151,112,688

Price Variation: UGX 29,328,688

Percentage Variation: -19.4%

Comment: Variation below 20%

3

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

The DLG did not have a Seed school to be constructed during last FY.

2

4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines	The assessor was provided staff lists of 83 primary schools in Mbarara DLG showing filled positions without the corresponding established positions. Using the Ministry of Education and Sports minimum standard of at least 8 staff (1 Head Teacher and 7 Teachers in a School) all the 83 primary schools in the district met the minimum standard which is 100% hence a score of 3	3
	Maximum 6 points on this performance measure	<ul style="list-style-type: none"> <li>• If 100%: score 3</li> <li>• If 80 - 99%: score 2</li> <li>• If 70 – 79% score: 1</li> <li>• Below 70% score 0</li> </ul>		
4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards	b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,	Mbarara DLG education department maintained a consolidated schools asset register as of FY 2021/22. The district has a total of 84 UPE schools, and 6 government aided secondary schools. The asset register captured the number of classrooms (750), number of latrines stances (919), number of desks (8634) and teacher accommodation (161) for UPE schools and 176 classrooms, 240 latrine stances, 4431 desks and 90 teacher’s houses for USE schools as per the format provided in the planning, budgeting and Implementation guidelines for LGs for the education sector (May 2019).	3
	Maximum 6 points on this performance measure	<ul style="list-style-type: none"> <li>• If above 70% and above score: 3</li> <li>• If between 60 - 69%, score: 2</li> <li>• If between 50 - 59%, score: 1</li> <li>• Below 50 score: 0</li> </ul>	The review of the consolidated school’s asset registers for FYs 2020/21 and 2021/22 revealed that 84 UPE primary schools, had a total classroom of (750), latrine stances of (919), number of desks (8634) and total enrolment of (30639) therefore (classrooms 30639/750= 1: 40), (latrine stances 30639/919=1:33), (desks 30639/8634=1:3).	
			The 6 government aided secondary schools had (176 classrooms), (240 latrine stances), (4431 desks), (30	

teacher's houses) and enrolment of 4265 therefore  $(4265/176= 1:24)$ ,  $(4265/240= 1:17)$ ,  $(4265/4431=1:1)$ ,  $(4265/30=1:141)$  so,  $(40+33+3+141/4 \times 100=2\%$   
Rwentanga meet the basic requirements and minimum standards of desks (1:3) and classroom (1:40), latrine stances (1:33) set out in the DES guidelines

Given the above, the local government has a ratio of 1:40 classrooms, 1:33 latrine stances, 1:3 desks and 1: 141 teachers' houses for UPE schools (All the 84 schools, had equipment in place meeting the standards of DES)

For example, 3 out of the 84 UPE schools the assessor visited did not meet the basic minimum standards required as elaborated.

i) Rwentanga PS: The school had a total enrolment of 646 pupils

Both the consolidate assets register and school register had a total number of classroom (10 consolidated register and 10 school register), latrine stances (18 consolidate register and 18 school register) number of desks (180 consolidated register and 180 school register), and 5 teacher's house.

ii) Kashaka PS: The school had a total enrolment of 322 pupils

Both the consolidate assets register and school register had same numbers of classroom (9 consolidated register and 9 school register), latrine stances (5 consolidate register and 5 school register), number of desks (176), teacher's accommodation 4

iii) St. Simon Kooga PS: The school had a total enrolment of 514

Both the consolidate assets register and school register had the same

number of classroom (9), same number of latrine stances (12), number of desks (120) teacher's accommodation 1

Evidence from sampled 03 UPE schools revealed that; Rwentanga PS had a classroom: pupil ratio of 1:64; latrine stance: pupils' ratio of 1:36, desk: pupil ratio of 1:3 and teacher accommodation 1:129, Kashaka PS had a classroom: pupil ratio of 1:36; latrine stance: pupil ratio of 1:64, desk: pupil ratio of 1:2 and teacher accommodation 1:81 and St. Simon Kooga PS had a classroom: pupil ratio of 1:57 latrine stance: pupil ratio of 1:42, desk: pupil ratio of 1:4 and teacher accommodation 1:514. From above, of the three sampled schools

The percentage of schools that meet prescribed minimum standards in Mbarara were 100% even though the sampled schools did not meet the standards but the average of the district meets the standards 100% therefore score 2

## Performance Reporting and Performance Improvement

5

2

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

The list of primary school teachers for FY 2021/22, obtained from the DEO's office revealed that a total of 965 teachers were deployed in 84 UPE schools.

Verification was done in 3 sampled UPE schools and the following was established as per the deployment list from the DEO's office.

Rwentanga primary school, Bubaare TC had a number of 15 teachers on the DEO's deployment list which was consistent with the number of teachers on the school staff list. The staff list had 06 male and 09 female teachers.

Kashaka PS in Bubaare sub county had a number of 12 teachers on the DEO's deployment list which was consistent with the number of teachers on the school staff list 12, 06 male and 06 female.

St. Simon Kooga Primary School, Bubaare sub county had a number of 15 teachers on the DEO's deployment list which was consistent with the number of teachers on the school staff list 15, 05 male and 10 female.

The assessor verified that the total number of teachers as Indicated on the DEO's deployment list was consistent with the number of teachers on the school staff list in all the 3 sampled UPE schools i.e Rwentanga PS, Kashaka PS, and St. Simon Kooga PS as Indicated above. The information on both lists was consistent.

Summary:

1. Bubaare sub county: Kashaka PS 12 teachers consistent
2. Bubaare TC: Rwentanga PS 15 teachers consistent
3. Bubaare sub county: St. Simon Kooga PS 15 teachers consistent

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

The review of the LG education department consolidated asset registers for FY 2021/22 and school asset registers of the sampled 3 UPE schools, revealed that the information in the LG consolidated Asset Register is consistent with information on school asset registers in 3 out of the 3 sampled UPE schools. Specific details are documented below:

i) Rwentanga PS:

Both the consolidated assets register and school register had a total number of classroom (10 consolidated register and 10 school register), latrine stances (18 consolidated register and 18 school register) number of desks (180 consolidated register and 180 school register), and 5 teacher's house.

ii) Kashaka PS:

Both the consolidated assets register and school register had same numbers of classroom (9 consolidated register and 9 school register), latrine stances (5 consolidated register and 5 school register), number of desks (176), teacher's accommodation 4

iii) St. Simon Kooga PS:

Both the consolidated assets register and school register had the same number of classroom (9), same number of latrine stances (12), number of desks (120) teacher's accommodation 1



School compliance and performance improvement:

Maximum 12 points on this performance measure

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:

- If 100% school submission to LG, score: 4
- Between 80 – 99% score: 2
- Below 80% score 0

There was compliance to MoES annual budgeting and reporting guidelines. There was evidence of submitted annual school reports and budgets to the office of the DEO however, reports were submitted after 30th/ Jan/ 2022. highlighting; i) school performance, ii) a reconciled cash flow statements, iii) an annual budget and expenditure report.

Findings from field visits in the (3) UPE sampled schools showed that St. Simon Kooga PS submitted on 15th/02/22, Kashaka PS submitted on 25th/02/2022, and Rwentanga PS submitted on 3rd/03/2022. These reports were in the recommended format, the chairperson SMCs and head teachers had signed on them but submission in the office of the DEO was done late.

School compliance and performance improvement:

Maximum 12 points on this performance measure

b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:

- If 50% score: 4
- Between 30– 49% score: 2
- Below 30% score 0

We obtained and reviewed Inspection reports and found that there was no evidence that education department supported the UPE schools to prepare and Implement SIPs in line with Inspection recommendations. The inspections were done and the report were written but no recommendation to address SIPs were found. The 3 sampled schools did not have SIPs in place.

School compliance and performance improvement:

Maximum 12 points on this performance measure

c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:

- If 100% score: 4:
- Between 90 – 99% score 2
- Below 90% score 0

The list of government aided primary schools 84 captured in Mbarara DLG Performance contract FY 2020/21 was consistent with the number of schools 84 in excel data sheet (OTIMS) for FY 2021/22.

### Human Resource Management and Development

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

Mbarara DLG budgeted for a head teacher and minimum of 7 teachers per school per class, a total of 965 head teachers and teachers in all the 84 Government aided primary schools as per the staff list for the FY 2021/22 had a total wage bill provision of UGX 2,246,035,000 as per the Approved Budget Estimates for FY 2021/22. Information from the DEO's office indicated that all the 84 schools have seven classes. Therefore Mbarara DLG budgeted for a head teacher and at least 7 teachers per school as per the staffing staffing norms.

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

The education department primary school deployment list for FY 2021/22 obtained from the DEO revealed that a total of 965 teachers were deployed in 84 UPE schools FY 2021/22 as per sector guidelines e.g., all the 84 UPE schools had classes up to P7 with a minimum of 7 teachers as required.

Verification was done in 3 sampled UPE school and the following was established as per the deployment/staff lists from the DEO's office.

Rwentanga Primary School: number of 15 teachers, 6 male and 9 female

Kashaka Primary school: number of 12 teachers, 6 male and 6 female

St. Simon Kooga Primary School: number of 15 teachers, 5 male and 10 female.

It was validated that the number of teachers on the staff lists in PBS 2021/22 was consistent with the number of teachers on the deployment list of the 3 sampled UPE schools.

7

1

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

c) If teacher deployment data has been disseminated or publicized on LG and or school notice board, score: 1 else, score: 0

The teacher deployment data had been displayed on school notice board in all the 03 sampled UPE schools as indicated below:

Rwentanga Primary School: number of 15 teachers, 6 male and 9 female

Kashaka Primary school: number of 12 teachers, 6 male and 6 female

St. Simon Kooga Primary School: number of 15 teachers, 5male and 10 females.

The list of teachers deployed were displayed on the school notice boards.

Maximum 8 points on this performance measure

8

0

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.

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

Not all primary school Head Teachers were appraised in the previous FY as per MoPS guidelines. Perusal of the personal files of primary school Head Teachers revealed that only 1 out of 15 was appraised within the calendar year (by 31st December 2021) the rest were appraised late as presented below:

1. Mugarura Robert was appraised on 28th March 2022

2. Nuwagaba Crescent was appraised on 7th April 2022

3. Tushemereirwe Joseline – appraisal report for calendar year 2021 was not on file

4. Byarugaba V Mukwate was appraised on 21st March 2022

5. Tumushabe Beyce was appraised on 4th March 2022

6. Naturinda William was appraised on 25th February 2022

7. Kiconco Enid was appraised on

Maximum 8 points on this performance measure

31st March 2022

8. Namara Jane was appraised on 11th March 2022

9. Kyosaba Justine was appraised on 23rd February 2022

10. Twesigye Enid Birungi was appraised on 20th February 2022

11. Mutabzi Edson was appraised on 11th February 2022

12. Bekunda George William was appraised on 22nd April 2022

13. Asimwe Herbert was appraised on 20th July 2022

14. Katungwensi Flora Barigye was appraised on 20th February 2022

15. Bainomugisha Alex was appraised on 12th December 2021

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 assessor also established that only 1 secondary school Head Teacher out of 8 was appraised as per guidelines from MoPS (By 31st December 2021). The rest were appraised late:

1. Nuwagaba Maureen Ndyabawe (No appraisal report seen)
2. Turyaheebwa Kaganda Francis (Appraisal not dated)
3. Musinguzi Venansio was appraised on 10th January 2022
4. Bayo Robert was appraised on 18th February 2022
5. Natukunda Jolly Rwambagye (appraisal report not seen)
6. Besigomwe Emmanuel (Conflicting dates reflected on appraisal report by the appraisee and appraiser)
7. Bahirirwe Geoffrey was appraised on 30th March 2022
8. Kabarungi Angela Kakobyoy was appraised on 15th November 2021

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 score: 2. Else, score: 0</p>	<p>All the Education Department staff in Mbarara were appraised in keeping with guidelines from MoPS:</p> <ol style="list-style-type: none"> <li>1. The District Education Officer (Ahimbisibwe Gabriel Kyabaiza) was appraised on 30th June 2022</li> <li>2. The Inspector of Schools (Muhwezi Deo) was appraised on 30th June 2022</li> <li>3. The Senior Inspector of Schools (Ayebazibwe Kellen) was appraised on 30th June 2022</li> <li>4. The Education Officer – Counselling and Guidance (Atuhairwe Ezra) was appraised on 30th June 2022</li> </ol>	2
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, score: 2 Else, score: 0</p>	<p>The LG education department developed a training plan for staff for the period 2021-2022 to address identified capacity gaps at the school and LG level.</p> <p>The areas of training included</p> <ol style="list-style-type: none"> <li>i) Training to equip teachers with the knowledge and skills of guidance and counselling.</li> <li>ii) Discussion and dissemination of budgeting and implementation of guidelines to head teachers.</li> <li>iii) Enhance senior women teachers with skills in handling adolescents in schools.</li> </ol>	2

**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>The LG submitted the list of schools, the enrolment and budget allocation in the PBS system by 15th/ Nov/ 2021. There were no corrections made. A total of 30639 district enrolment was submitted in PBS</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>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>There was evidence that the LG budgeted UGX 47,592,000 for Inspection and monitoring functions during FY 2021/22 under outputs 078401 &amp; 078402 as per the LG quarterly budget performance QTR4 FY 2021/22.</p> <p>The review of the LG quarterly budget performance QTR 4 FY 2021/22 indicated Shs 11,973,333 was spent on Inspection and 4,666,667 was spent on monitoring during FY 2021/22. The money was spent as per the sector guidelines i.e., on school support and supervision, reporting and dissemination of reports, meetings, and following up implementation of agreed actions, etc.</p>	2
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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 8 points on this performance measure

c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters

If 100% compliance, score: 2 else score: 0

Mbarara DLG timeliness of warranting for schools' capitation grants in FY2021/2022 was tested in the three terms as follows:

Term1 (which is quarter 3) cash limits were communicated through MoFPED circular dated 22nd December 2021. The CAO warranted 13th January 2022 and the disbursements made on 17th January 2022.

For Term 2 (which is quarter 4), MoFPED circular is dated 4th April 2022 and the CAO warranted on 21st April 2022 and the funds were transferred on 28/04/2022.

For Term 3 (which is quarter 1), the MoFPED circular is dated 9th July 2021, the CAO warranted on 21st July 2021 and the funds were transferred on 18/11/2021.

In all the three cases, the 5 days' time limit or warranting was not met.

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 8 points on this performance measure

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.

If 100% compliance, score: 2 else, score: 0

There was no evidence that the DEO communicated capitation releases to schools despite the MoFP sending cash limits and CAO warranting. The department confessed of using phone messages to communicate.

There was no evidence of posting capitation grant releases FY 2021/22 on the education department notice board and on school notice-board in all of the sampled schools i.e Kashaka PS, Rwentanga PS and St. Simon Kooga PS.

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> <li>• If 100% compliance, score: 2, else score: 0</li> </ul>	<p>There was evidence that the education department held meetings to plan for inspection activities 2021/2022, and also activity plans were in place. The meetings were held on 7th/07/2021, 19th /01/2022/, 5th/05/2022 respectively, under min nos. 111/1/2022 presentation and discussing of inspection plan, Min. no 111/5/2022 Discussion of term one inspection report and Min. no.111/7/12/2022 discussion of a follow up inspection report.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> <li>• If 100% score: 2</li> <li>• Between 80 – 99% score 1</li> <li>• Below 80%: score 0</li> </ul>	<p>School inspection/monitoring reports for FY 2021/22 were obtained and reviewed to establish the number of schools Inspected as indicated below:</p> <p>School Inspection Report for Term 3 FY 2021/22 done and 54 UPE schools out of 84 were inspected and 34 private schools and 6 government aided secondary schools were inspected, this inspection was done between July and September, 2021 and report was written on 5th /10/21. 54 UPE schools, 34 private schools and 6 secondary schools were inspected representing 86% coverage of UPE schools (54/84)</p> <p>School Inspection for term 1 FY 2021/22 was done between January and February, the assessors found out that the inspection report was written on 11th /02/2022 and 84 UPE schools were inspected, 43 private schools and 06 secondary schools were inspected as well. This inspection aimed at supervising the A bridged curriculum, improved academic performance and follow up of recommendations. This assessment showed a 100 % coverage of UPE schools as in PBS.</p>	1

School inspection report for term 2 FY 2021/2022 was done and the assessors found out that the inspection report was written on 9th/ May/2022. This inspection was carried out between May and June and 84 UPE schools were inspected and the inspection was centered around following up the Abridged curriculum. This assessment showed 100% coverage for term 2

Therefore, 54 UPE schools out of 84 were inspected in term 111, 2021 and 84/84 were inspected in term 1 of 2022 and term 11 of 2022. The average coverage of inspection was 95 % for FY2021/2022 hence a score of 1.

10

2

Routine oversight and monitoring

*Maximum 10 points on this performance measure*

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 of minutes of departmental meetings held to discuss school Inspection report for FY 2021/22.

We reviewed minutes of education departmental staff meeting held on 8th, October, 2021 under Min.111/21 DIS discussed inspection findings

Another meeting held on 10th , April, 2022, discussion of inspection reports, among issues on the agenda is , teachers were not following the Abridged curriculum, time management among others. 29th,June, 2022 under min. no. V, presentation of inspection findings for term two and among the concerns was head teachers and teachers were regular, enrolment in schools increased, implementation of Abridged curriculum.

Verification was done through the review of inspection files in 3 sampled UPE schools and established that:

Rwentanga Model PS had evidence of inspection reports terms 111, 1 and 11 during FY 2021/22, on compliance to SIPs and Abridged curriculum, monitoring and follow up.

Kashaka PS had evidence of inspection reports for term 111, 1, 11 during FY 2021/22, on follow up of monitoring recommendations as put in the preparatory meeting

St. Simon Kooga PS had evidence of inspection during FY 2021/22, feedback reports on compliance to inspection recommendations.

The meetings to discuss inspection reports were in place, the assessor found out that there were feedback, monitoring and inspection reports in all the three sampled schools.

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	According to DES matrix for submission of inspection work plans, reports and accountabilities for 2022 (FY 2021/22), Mbarara DLG submitted inspection reports as per DES matrix. Inspection report for term 111 was submitted on 20th ,Oct, 2021 to DES and it was aimed at checking compliance to SOPs, term 1, 2022 was submitted on 23rd, June,2022 this inspected targeted teaching and learning activities in schools, term 11, 2022 was submitted on 31th,Aug,2022, this was a follow up inspection to ascertain compliance to inspection recommendations and all acknowledgment notes from DES were available, however, there was no evidence of presenting results to schools by the DEO and DIS hence a zero.	0
10	Routine oversight and	e) Evidence that the	Education, Health and CBS issues	2

monitoring

*Maximum 10 points on this performance measure*

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

at MDLG are handled by the Social Services Committee of Council. Here below are some examples of committee meetings Education specific issues were presented and discussed in FY2021/2022.

Some examples of the meetings and minutes of the Social Services Committee:

Minutes of the Social Services Committee which sat on 27/08/2021 (Minute No. 05/08/2021 – REPORTS FROM EDUCATION AND HEALTH SECTORS). Among the issues discussed included: Monitoring and inspection report for schools; vaccination of teachers and non-teaching staff against Covid19; Distribution of hand washing facilities to 23 schools; Projects implemented in FY2020/2021; Procurement of 173 twin desks for UPE schools.

Minutes of the Social Services Committee which sat on 05/11/2021 (Minute No. 05/11/2021 – REPORTS FROM EDUCATION AND HEALTH SECTORS) discussed among others: Monitoring and inspection of schools; Re-opening of schools; Projects to be implemented in FY2021/2022; Nomination of Boards of Governors for five schools; Allocation of 50 KIU bursaries.

Minutes of the Social Services Committee which sat on 14/03/2022 (Minute No. 06/03/2022 – REPORT FROM EDUCATION AND CO-CURRICULAR ACTIVITIES) discussed among others: Registration of PLE candidates for examinations for 2022; Distribution of study materials and textbooks in primary and secondary schools;

MDLG Education issues are being adequately handled by the Council through its Social Services Committee.

11

2

Mobilization of parents to attract learners

*Maximum 2 points on this performance measure*

Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school,

*score: 2 or else  
score: 0*

There was evidence of community engagement meetings held in FY 2021/ 2022, for example on 5th/ July/2022 to 24th/ June/ 2022 mobilization of parents about learners' retention in schools and school feeding program meetings were held in different schools.

14th/10/2021, sensitization of SMC and other stake holders on their roles and responsibilities in the lives of their children.

The DEO and staff participated radio talks on Mbarara FM and public community radios to mobilize, attract and talk of retention measures of learners in schools. There was evidence of recorded messages from the studio on the CDs. The events or meeting for mobilization of pupils to attend school were conducted.

## 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>The review of the LG education department consolidated asset registers for FY 2021/22 and school asset registers of the sampled 3 UPE schools, revealed that the information In the LG consolidated Asset Register is consistent with information on school asset registers in 3 out of the 3 sampled UPE schools. Specific details are documented below:</p> <p>Kashaka PS: The education department consolidated school asset registers for FY 2021/22 indicated that the school had 8 classrooms, 10 latrine stances, 50 desks and 0 teacher accommodation and so the school assets register.</p> <p>Rwentanga Model PS: The education department consolidated school asset registers for FY 2021/22 indicated that the school had 12 classrooms, 16 latrine stance and so the school assets register,52 desks, 2 rooms for teacher’s accommodation so the school register.</p> <p>St. Simon Kooga PS: The education department consolidated school asset registers for FY 2021/22 indicated that the school had 16 classrooms, 8 latrine stances, 198 desks and 8 teacher’s accommodation. The assessor found out that all of the sampled schools had consistent information on assets and equipment.</p>	2
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</p>	<p>For FY 2021/2022, the MDLG Education department had the following projects:</p> <p>Construction of 2 classroom blocks at Karuyenje P/S UGX 72,341,000.</p>	1

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, *score: 1 or else, score: 0*

Construction of 2 classroom blocks at Nyakayojo P/S UGX 66,791,000.

Construction of 2 classroom blocks at Rukanja P/S UGX 72,341,000.

Construction of 2 classroom blocks at Nyakayojo P/S UGX 34,500,000.

Construction of 2 classroom blocks and staff houses at Kitengure P/S UGX 33,755,000.

Construction of staff houses at Rweshe P/S UGX 75,000,000.

Construction of staff houses at Mishenyi P/S UGX 70,546,000.

Construction of staff houses at Karuhitshi P/S UGX 75,000,000.

Construction of staff houses at Rwamugih P/S UGX 75,000,000.

Construction of staff houses at Bunenero P/S UGX 75,000,000.

Construction of staff houses at Akashanda P/S UGX 75,000,000.

Construction of staff houses at Kibaare P/S UGX 75,000,000.

Construction of staff houses at Nombe P/S UGX 47,209,000.

A Desk Appraisal aims to ensure that a project meets the following requirements.

-Derived from the LG Development Plan

-Consistent with sector guidelines & DDEG objectives

-Financially feasible

-Having costed project profiles.

Evidence of desk appraisals for the thirteen (13) MDLG Education Department projects for FY2021/2022 was availed/seen.



Planning and budgeting for investments

*Maximum 4 points on this performance measure*

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

For FY 2021/2022, the Education department had the following projects:

Construction of 2 classroom blocks at Karuyenje P/S UGX 72,341,000.

Construction of 2 classroom blocks at Nyakayojo P/S UGX 66,791,000.

Construction of 2 classroom blocks at Rukanja P/S UGX 72,341,000.

Construction of 2 classroom blocks at Nyakayojo P/S UGX 34,500,000.

Construction of 2 classroom blocks and staff houses at Kitengure P/S UGX 33,755,000.

Construction of staff houses at Rweshe P/S UGX 75,000,000.

Construction of staff houses at Mishenyi P/S UGX 70,546,000.

Construction of staff houses at Karuhitshi P/S UGX 75,000,000.

Construction of staff houses at Rwamugih P/S UGX 75,000,000.

Construction of staff houses at Bunenero P/S UGX 75,000,000.

Construction of staff houses at Akashanda P/S UGX 75,000,000.

Construction of staff houses at Kibaare P/S UGX 75,000,000.

Construction of staff houses at Nombe P/S UGX 47,209,000

A Field Appraisal aims to ensure that a project meets the following requirements.

-Technical feasibility

-Environmental and social acceptability requirements.

Evidence of field appraisals for the thirteen (13) MDLG Education Department projects for FY2020/21 was availed/seen.

13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	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>	The DLG planned to construct a Seed Secondary school at Rwanyamahembe which was incorporated in the consolidated approved procurement plan as item No.10 on page 12 under the Education sector for FY 2022/2023.	1
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 school infrastructural project was approved by the Contracts Committee before the commencement of construction.  See details below;  Construction of a 2-classroom block with office and staff house at Karuyenje P/S and a 3 unit staff house at Mishenyi P/S respectively. (Mbar537/wrks/2021-2022/00012)  <ul style="list-style-type: none"><li>• Contracts Committee meeting minutes dated: 7/10/2021</li><li>• Minute of approval: 42/10/2021/2022(j)</li><li>• Evaluation report dated: 30/9/2021</li><li>• Contract sum: UGX 140,904,980</li><li>• Contract agreement signed on: 14/12/2021</li><li>• Contractor: Epic fine Services and contractors Ltd</li></ul>	1

Construction of a 2-classroom block with office and staff house at Rukanga P/S and a 3 unit staff house at Rwamuhigi P/S respectively.(Mbar537/wrks/2021-2022/00009)

- Contracts Committee meeting minutes dated: 7/10/2021
- Minute of approval: 42/10/2021/2022(g)
- Evaluation report dated: 29/9/2021
- Contract sum: UGX 145,013,622
- Contract agreement signed on: 10/11/2021
- Contractor: Arthur Technical Services SMC Ltd

Construction of 3 unit staff houses at Akashanda P/S and Karuhitsi P/S.(Mbar537/wrks/2021-2022/00015)

- Contracts Committee meeting minutes dated: 7/10/2021
- Minute of approval: 42/10/2021/2022(m)
- Evaluation report dated: 1/10/2021
- Contract sum: UGX 121,784,000
- Contract agreement signed on: 29/11/2021
- Contractor: Frambo General Services Ltd

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>	A complete Project Implementation team was constituted on 16/08/2021 for all implemented projects in the DLG for the FY 2021/22 including the Education sector projects composed of all the required members. ie. D/Engineer as the project Manager, DCDO, Environment Officer, the Contract manager and Labour Officer. The Assistant Engineer (Sozi Emmanuel) was appointed separately on 28/1/2022 as the clerk of works.	1
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>	The DLG did not have a Seed school to be constructed during last FY.	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>	The DLG did not have a Seed school to be constructed during last FY.	1
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>	The DLG did not have a Seed school to be constructed during last FY.	1
13	Procurement, contract management/execution	g) If sector	Seven (07) MDLG Education	0

<p>management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p>	<p>projects of FY2021/2022 were sampled to check certification and timeliness of effecting payments for infrastructure projects.</p> <p>Payment to Kirimi Enterprises Ltd for construction of 3 units of staff houses at Nombe and Rweshe P/Ss (UGX52,327,159) – Requisition dated 02/06/2022 and certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 08/06/2022 and payment on 17/06/2022 (15 days).</p> <p>Payment to Extech Technical Services Ltd for construction of 3 units of staff houses at Bunenero P/S (UGX44,412,899) – Requisition dated 02/06/2022, certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 08/06/2022 and payment effected on 17/06/2022 (15 days).</p> <p>Payment to Frambo General Services Ltd for construction of 3 units of staff houses at Akashanda and Karuhisi P/Ss (UGX69,553,300) – Requisition dated 19/05/2022, certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 24/05/2022 and payment effected on 13/06/2022 (24 days).</p> <p>Payment to Arthur Technical Services Ltd for construction of 2 classroom block at Rukanja P/S and staff house at Rwamuhigi P/S (UGX103,395,435) – Requisition dated 07/03/2022, certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 03/03/2022 and payment effected on 23/03/2022 (16 days).</p> <p>Payment to Epic Fine Services and Contractors Ltd for construction of 2 classroom block at Karuyenje P/S and 3 units of staff houses at Mishenyi P/S (UGX68,026,764) – Requisition dated 24/01/2022, certified by DEO, District Engineer, Environment Officer, CDO, and</p>
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CAO on 20/01/2022 and payment effected on 02/02/2022 (8 days).

Payment to Quest International Ltd for construction of 3 units of staff houses and 5 stance pit latrine at Kitengure P/S (UGX55,508,500) – Requisition dated 02/06/2022, certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 08/06/2022 and payment effected on 17/06/2022 (15 day).

Payment to Epic Fine Services and Contractors Ltd for construction of 2 classroom block at Karuyenje P/S and 3 unit staff house at Mishenyi P/S (UGX65,596,667) – Requisition dated 13/04/2022, certified by DEO, District Engineer, Environment Officer, CDO, and CAO on 13/04/2022 and payment effected 07/05/2022 (24 days).

In six (06) of the seven (07)) sampled projects, payments were effected beyond the 14 days' time limit.

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 Education sector procurement plan for the previous FY2021-2022 was timely submitted to PDU. I.e. it was submitted on 26/4/2021 which is within the required deadline by PPDA. i.e. by 30th of April.	1
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	The LG had a complete procurement file for the school infrastructure contract with all records as required by the PPDA Law. For example; Construction of a 2-classroom block with office and staff house at	1

Law score 1 or else  
score 0

Karuyenje P/S and a 3 unit staff  
house at Mishenyi P/S respectively.  
(Mbar537/wrks/2021-2022/00012)

- Contracts Committee meeting  
minutes dated: 7/10/2021
- Minute of approval:  
42/10/2021/2022(j)
- Evaluation report dated:  
30/9/2021
- Contract sum: UGX 140,904,980
- Contract agreement signed on:  
14/12/2021
- Contractor: Epic fine Services  
and contractors Ltd

Construction of a 2-classroom block  
with office and staff house at  
Rukanga P/S and a 3 unit staff  
house at Rwamuhigi P/S  
respectively.(Mbar537/wrks/2021-  
2022/00009)

- Contracts Committee meeting  
minutes dated: 7/10/2021
- Minute of approval:  
42/10/2021/2022(g)
- Evaluation report dated:  
29/9/2021
- Contract sum: UGX 145,013,622
- Contract agreement signed on:  
10/11/2021
- Contractor: Arthur Technical  
Services SMC Ltd

Construction of 3 unit staff houses  
at Akashanda P/S and Karuhitsi  
P/S.(Mbar537/wrks/2021-  
2022/00015)

- Contracts Committee meeting  
minutes dated: 7/10/2021
- Minute of approval:  
42/10/2021/2022(m)

- Evaluation report dated: 1/10/2021
- Contract sum: UGX 121,784,000
- Contract agreement signed on: 29/11/2021
- Contractor: Frambo General Services Ltd

## Environment and Social Safeguards

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>There were GRM mechanisms. However, no grievances recorded, investigated, responded to and redress reported in the Log of complaints for education projects</p>	3
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>The education guidelines Incorporating E&amp;S were developed and distributed to all head teachers in Mbarara district. Among the key issues was to focus on environment and health activities in the schools, maintain the walk ways in the schools, campaign green school by planting trees, plant trees since they act as wind breakers. To sort biodegradable and non-biodegradable wastes. The sampled 3 UPE schools Kashaka PS, Rwentanga Model PS and St. Simon KoogaPS received the guidelines.</p>	3



Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, *score: 2, else score: 0*

There was evidence in the LG to show a generalized costed ESMP safeguard requirements incorporated in the BoQs for the following education project(s);

- Construction of staff house at Mishenyi PS and Construction of a two-classroom block at Kamyenge PS in Rwamahembe TC (Ref No Mbar/527/wrks/2021-2022/00012). ESMP costed 200,000UGX for construction activities. In the BOQ under Items there was Environmental restoration costed at 960,000UGX
- Construction of 3-unit staff house at Akasahanda PS in Bukiiro SC and Construction of 3-unit staff house at Karuhitsi PS in Rubindi SC (Ref No Mbar/527/wrks/2021-2022/00015). ESMP costed 200,000UGX for construction activities. In the BOQ under Items there was Environmental restoration including planting of fruit trees costed at 2,370,000UGX
- Construction of a two-classroom block at Rukanja PS in Rubindi SC and Construction of 3-unit staff house at Rwamuhigi PS in Rubindi SC (Ref No Mbar/527/wrks/2021-2022/00009). ESMP costed 200,000UGX for construction activities. In the BOQ under Items there was Environmental restoration (planting 5 fruit trees and drainage channel costed at 1,667,500UGX

Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

b) If there is proof of land ownership, access of school construction projects, *score: 1, else score:0*

There was no evidence availed by LG to show proof of land ownership for Education/school construction projects implemented in the previous year by the time of assessment

Safeguards in the delivery of investments

*Maximum 6 points on this performance measure*

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,  
*score: 2, else score:0*

There was evidence that the LG had consistent monitoring and engagement of education projects throughout the contract period by CDO and Environment Officer. However, there were no monthly reports for supervision of the education projects

Report for compliance on Construction of 3-unit staff house at Misenyi PS. Monitoring report dated 21/01/2022 signed by CDO and Environment officer.

Report for compliance on Construction of 3-unit staff house at Akashanda PS. Monitoring report dated 21/01/2022 signed by CDO and Environment officer.

Report for compliance on Construction of 3-unit staff house at Rukanja PS. Monitoring report dated 21/01/2022 signed by CDO and Environment officer.

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

There was evidence that LG had E&S Contractor payment certificates and compliance Certification forms completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates. examples include;

*Score: 1, else score:0*

Construction of 3-unit staff house at Misenyi PS. Interim Payment certificate No 2, payment to contractor was 65,496,670UGX and signed by CDO and Environment officer on 13/4/2022. Environmental certification Compliance was done on by CDO and Environment officer 13/4/2022

Construction of 3-unit staff house at Akashanda PS. Interim Payment certificate No 1, payment to contractor was 46,141,500UGX and signed by CDO and Environment officer on 13/4/2022. Environmental certification Compliance was done on by CDO and Environment officer 19/05/2022

Construction of 3 classroom block at Rukanja PS and Construction of 3-unit staff house at Rwamuhigi PS. Interim Payment certificate No 1, payment to contractor was 33,238,659UGX and signed by CDO and Environment officer on 2/6/2022. Environmental certification Compliance was done on by CDO and Environment officer 24/01/2022

Health Performance  
Measures

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>New_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 deliveries.</p> <ul style="list-style-type: none"> <li>• By 20% or more, score 2</li> <li>• Less than 20%, score 0</li> </ul>	<p>There <b>was evidence to confirm that</b> Mbarara DLG registered an increase in the utilization of Health Care Services. The computation of the utilization of Health Care Services was guided by the guidance provided during the orientation of the Health Specialists that noted that computation should be based on all the HCIIIs and HCIVs reporting deliveries.</p> <p>The assessment team reviewed health unit annual reports (HMIS 107) for all HC IIIs and HC IVs for FY 2020/2021 and compared them with FY 2021/2022. The findings were as described below;</p> <p>The total deliveries were; FY 2020 / 2021 = <b>3,440</b> and FY2021/2022 = <b>4,286</b> which represents an overall increase of <b>24.6%</b>. Therefore, Mbarara DLG registered increased utilization of Health Care Services by <b>24.6%</b> as per the requirements of the performance measure.</p>	2

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

Maximum 8 points on this performance measure

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

Mbarara DLG Annual Performance Report for FY 2021/2022 shows that UGX 376,740,000 was budgeted for the health development grant. The total amount spent was UGX 376,740,000.

The projects where the Health Development grant was spent were:

Construction of OPD, pit latrine and placenta pit at Bwizibwera HCIV UGX330,240,000

Construction of DHO's office gate at DLG HQs UGX10,000,000

Construction of general store at DLG HQs UGX10,000,000

Repair of DLG vaccine store UGX10,000,000

These activities were eligible under the grant guidelines. They didn't involve purchase of land, procurement of vehicles etc.

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

Maximum 8 points on this performance measure

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

Two (02) certifiable payments out of Mbarara DLG Health FY2021/2022 infrastructure projects were sampled to test certification before payment for works executed.

Payment to Rim General and Technical Services Ltd for construction of OPD, 5 stance VIP latrine and placenta pit at Kashare HCIII (UGX110,571,965). Requisition dated 17/05/2022, certified by the DHO, Environment Officer, CDO and District Engineer on 17/05/2022 and payment on 23/06/2022 (36 days).

Payment to Cream General and Technical Services Ltd for construction of OPD, VIP latrine and placenta pit at Kashare HCIII (UGX100,243,284). Requisition dated 03/02/2022, certified by the DHO, Environment Officer, CDO and District Engineer on 09/03/2022 and payment on 23/03/2022 (50 days).

Certification for MDLG Health projects before payment was effected as per the requirements.

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0</p>	<p>The contract price of the health infrastructure investment implemented last FY was within +/-20% of the MoWT Engineer's estimates. i.e.;</p> <p>Construction of OPD at Kashare HC III(Mbar537/wrks/2021-2022/00008)</p> <ul style="list-style-type: none"> <li>• Contract Price: UGX 325,912,914</li> <li>• Engineer's Estimate: UGX 330,600,000</li> <li>• Price Variation: UGX 4,687,086</li> <li>• Percent Variation: -0.14%</li> <li>• Comment: Variation below 20%</li> </ul>	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>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> <li>• If 100 % Score 2</li> <li>• Between 80 and 99% score 1</li> <li>• less than 80 %: Score 0</li> </ul>	<p>The DLG did not implement a project regarding upgrade of a HC II to HC III as of last FY 2021/2022.</p>	2
4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> <li>• If above 90% score</li> </ul>	<p><b>There was evidence to confirm that Mbarara DLG</b> recruited staff for all six (6) government HCIIIs the one (1) HCIVs as per staffing structure. The staff structure obtained from DHO indicated that</p>	2

<p>this performance measure</p>	<p>2</p> <ul style="list-style-type: none"> <li>• If 75% - 90%: score 1</li> <li>• Below 75 %: score 0</li> </ul>	<p>HC IVs are required to have 48 staff while HC IIIs required to have 19 health workers.</p> <p>According to the FY 2022/2023 approved budget, the allocated conditional Sector Conditional Grant (Wage) was 4,731,565,284/= (Including additional wage due to shortfalls as a result of salary enhancements for health workers) part of which caters for the <b>166 deployed staff out of the 162-staffing norm</b> for the available government HC IV and 6 HC IIIs. This implies that approximately <b>102.5%</b> of positions of health workers for the available HC IV and HC IIIs were filled. The details of the percentage of health workers positions filled for facilities were as follows;</p> <ol style="list-style-type: none"> <li>1. <b>Bwizibwera HC IV:</b> 59 staff were deployed out of 48 required staffing norms. This represents 122.9% of filled positions.</li> <li>2. <b>Bubaare HC III:</b> 18 staff were deployed out of 19 required staffing norms. This represents 94.7% of filled positions.</li> <li>3. <b>Bukiiro HC III:</b> 17 staff were deployed out of 19 required staffing norms. This represents 89.5% of filled positions.</li> <li>4. <b>Kagongo HC III:</b> 18 staff were deployed out of 19 required staffing norms. This represents 94.7% of filled positions.</li> <li>5. <b>Kashare HC III:</b> 16 staff were deployed out of 19 required staffing norms. This represents 84.2% of filled positions.</li> <li>6. <b>Rubaaya HC III:</b> 17 staff were deployed out of 19 required staffing norms. This represents 89.5% of filled positions.</li> <li>7. <b>Rubindi HC III:</b> 21 staff were</li> </ol>
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deployed out of 19 required staffing norms. This represents 110.5% of filled positions.

4

2

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

Maximum 4 points on this performance measure

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

• If 100 % score 2 or else score 0

The DLG did not implement a project regarding upgrade of a HC II to HC III as of last FY 2021/2022

## Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

There **was evidence to confirm that information** given by Mbarara DLG on the position of health workers filled accurately as evidenced by the findings from three (3) sampled facilities. The assessment team reviewed the staff list for FY 2022/2023 and compared it with the staff lists found at the sampled facilities. The details of the findings were as follows;

1. **Bwizibwera HC IV**; 59 health workers deployed as per the staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility.
2. **Rubindi HC III**; 21 health workers deployed as per the staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility.
3. **Bubaare HC III**; 18 health workers deployed as per the staff list obtained from the DHO. There was no observed deviation between the staff list obtained from the DHO and the list found at the facility

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

Maximum 4 points on this performance measure

b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0

There **was evidence to confirm that** information on health facilities constructed and functional was accurate. The assessment team noted there were facility upgrades. The list obtained from the DHO included the following projects;

1) Construction work at Kashongi and Bubaare HC III, 2) Construction of OPD block at Kashare HC III and 3) Renovations of DHO's block, District vaccine store, and District General store Office gate at the district headquarters. The assessment team reviewed the Annual PBS report for FY 2021/2022 submitted on 30/08/2022 by CAO (Edward Kasagara) on Page 60 and established that information on health facilities upgraded or constructed and functional was accurate.

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 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

There was no evidence to confirm whether health facilities in Mbarara DLG prepared and submitted Annual Workplans & budgets to the DHO by March 31st of the FY 2021/2022 as per the LG Planning Guidelines for the Health Sector.

The assessment team sampled Annual Workplans & budgets for three health facilities and established their submissions where as follows;

1. **Bukiro HC III:** Prepared and submitted the Annual Workplan & budget to the DHO's office late on 1st July 2022. The assessment team further noted that the facility's Annual Workplan & budget was endorsed by the facility In-charge (Mr Deus Mwijuka)
2. **Rubindi HC III:** Prepared and submitted the Annual Workplan & budget to the DHO's office late on 15th August 2022.
3. **Bubaare HC III:** Prepared and submitted Annual Workplans & budgets to the DHO's office late on 15th August 2022. The facility's Annual Workplan & budget was endorsed by the in-charge (Basemera Grace)

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

There was no evidence to confirm whether the health facilities of Mbarara DLG prepared and submitted to the DHO Annual Budget Performance Reports for the FY 2021/2022 by July 15th of as per the Budget and Grant Guidelines. The assessment team randomly sampled three health (Bubaare HC III, Rubindi HC III and Bukiro HC III) and established the following details;

1. **Bubaare HC III:** Submitted its Annual Budget Performance Report late on 22nd August 2022.
2. **Rubindi HC III:** The facility submitted Annual Budget Performance Report to the DHO on 22nd August 2022. The report did not conform to the Budget and Grant Guidelines.
3. **Bukiro HC III:** Submitted its Annual Budget Performance Report on 20th September 2022.

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 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

There was evidence to confirm that health facilities in Mbarara DLG had developed and reported on the implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports. The assessment team randomly sampled three (3) health facilities (**Rubindi HC III, Bukiro HC III and Bubaare HC III**) and confirmed that they reported on the implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports as described below.

- • **Rubindi HC III:** The monitoring and supervision report dated 30th March 2022

noted the needed to undertake community mobilization approach to be made to attract more potential clients for ANC services. The facility improvement plans submitted to the DHO on 15th August 2022 showed that facility had planned to undertake health education talks in the community about the services it offers.

- • **Bukiro HC III:** The monitoring and supervision report submitted to the DHO on 1st October 2021 indicated that the in charge was to procure some of the medicines stock out using RBF. The facility improvement plans submitted to the DHO on 5th August 2022 showed that facility was to ensure availability of medicine for under 5 and pregnant mothers with a quarterly budget of UGX 400,000.
- • **Bubaare HC III:** Facility improvement plans submitted to the DHO on 28th July 2022 showed that facility had planned to procure essential drugs. This was in response to the Gap identified in the monitoring and supervision dated 30th March 2022 that noted that there were stock out of essential drugs.

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

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

There **was evidence to confirm that** the health facilities in Mbarara DLG submitted 100% up-to-date monthly and quarterly HMIS reports timely (within 7 days following the end of each month and quarter). The assessment team established that all monthly and quarterly HMIS reports for the three sampled health facilities were submitted timely by the 7th of the end of each month and quarter. For instance, the health facilities submitted the quarterly HMIS reports on the following days;

1. **Bubare HC III:** 5th October 2021, 6th January 2022, 4th April 2022, and 7th July 2022.
2. **Rubindi HC III:** 7th October 2021, 7th January 2022, 7th April 2022, and 7th July 2022.
3. **Bukiro HC III:** 4th October 2021, 7th January 2022, 7th April 2022, and 6th July 2022.

The assessment team noted that all the sampled health facilities submitted all the monthly HMIS reports timely within 7 days following the end of each month).

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.

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

Note: Municipalities submit to districts

There **was evidence to confirm that** health facilities in Mbarara DLG submitted their RBF invoices timely (by 15th of July 2022). The assessment team noted the sampled health facilities submitted the RBF invoices for the 4th Quarter of FY 2021/2022 were submitted timely digitally on 13th July 2022. The randomly sampled health facilities were **Bubaare HC III, Bukiro HC III and Rubindi HC III**.

Maximum 14 points on this performance measure

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.

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

There **was no evidence to confirm whether** Mbarara DLG submitted timely verified, compiled, and submitted to MOH facility RBF invoices for all the 4th Quarters of FY 2021/2022 RBF Health Facilities. The assessment team established that RBF invoices for all RBF Health Facilities were submitted late to the MOH as follows;

1. **Quarter 4:** 27th July 2022
2. **Quarter 3:** 1st June 2022
3. **Quarter 2:** 3rd March 2022
4. **Quarter 1:** 1st December 2021

Maximum 14 points on this performance measure



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

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

MDLG Planning Unit did have a system for capturing dates of submission of Health department reports for integration into the overall DLG quarterly report. The submission dates were as below:

Quarter one report submitted on 25/10/2021

Quarter two report submitted on 28/01/2022

Quarter three report submitted on 29/04/2022

Quarter four report submitted on 22/08/2022

All the quarterly report submissions except the fourth were made within the deadline of one month after end of the quarter.

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

h) Evidence that the LG has:  
i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0

**The assessment team established that Mbarara DLG** had developed Performance Improvement Plan (PIP) for the weakest-performing health facilities submitted to the DHO (Ssebitinde Peter) on 16th June 2021. The PIP was also endorsed by CAO (Kasagara Edward) on the same day. The poorly performing health facilities were Kagongi HC III and Bwegure HC III. The PIP highlighted that the main gaps were caused by limited community involvement from the VHTs.

6

1

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.

ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0

There **was evidence to confirm that** Mbarara DLG had Implemented a Performance Improvement Plan for weakest performing facilities. Performance Improvement Plan noted that the health department planned to undertake support supervision; The DHT support supervision reports were submitted to the DHO on; **1st October 2021, 4th January 2022, 30th March 2022, and 28th June 2022.**

Maximum 14 points on this performance measure

### Human Resource Management and Development

7

2

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).

a) Evidence that the LG has:  
i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0

There **was evidence to confirm that** Mbarara DLG health department Budgeted for health workers as per guidelines/in accordance with the staffing norms.

The approved staff structure obtained from DHO's office indicates an approved structure of 242 healthcare workers. The review of the approved Budget Estimates for FY 2022/2023 revealed that the, allocated conditional Sector Conditional Grant (Wage) for **Mbarara DLG was 4,731,565,284/=** (Including additional wages due to shortfalls as a result of salary enhancements ) to cater for all **228 healthcare workers in the post out of 242 staffing norm (94.2%)**. The assessment team established there the Mbarara DLG did not have additional wage limits approved by MoFPED to recruit and fill the staffing gap

Maximum 9 points on this performance measure

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).

Maximum 9 points on this performance measure

a) Evidence that the LG has:

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

There **was evidence to confirm that** Mbarara health department deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms. The assessment team reviewed deployment lists for FY 2022/2023 and noted that all health facilities had at least 75% of staff required or were deployed in accordance with the staffing norms. **This included 8 HC IIs, 6 HC IIIs and 1 HC IV. For example, each of the eight HC IIs had at least seven healthcare workers.**

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).

Maximum 9 points on this performance measure

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

The **was evidence to confirm that** health workers in Mbarara DLG were working in health facilities where they are deployed. The assessment team reviewed the deployment list for FY 2022/2023 and compared them with the logs in the attendance book at the randomly sampled health facilities and established that the two were in agreement. The assessment team sampled three health facilities (**Rubindi HC III, Bwizibwera HC IV and Bubaare HC III** ) and established that there was no variation between the deployment list obtained from DHO's office and logs in the staff attendance books found at the health facilities as summarized below;

1. **Bwizibwera HC IV:** 59 health workers deployed as per the deployment obtained from the DHO. The staff list found in the health facility was Staff list was in agreement with the list obtained from the DHO.
2. **Rubindi HC III:** 21 health workers deployed as per the deployment obtained from the DHO. The staff list found in the health facility was Staff list was in agreement with the list obtained from the DHO.
3. **Bubaare HC III:** 18 health workers deployed as per the deployment obtained from the DHO. The staff list found in the health facility was Staff list was in agreement with the list obtained from the DHO.

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>There was evidence that the <b>Mbarara DLG publicized</b> health workers deployment and disseminated by, among others, posting on facility notice boards. The assessment team visited three (3) sampled health facilities and found the staff lists for FY 2022/2023 available on the Notice Boards at <b>Bwizibwera HC IV, Bubaare HC III and Rubindi HC III.</b></p>	2
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>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 appraiser reviewed personal files of in-charges of Health Facilities and found out that most of them were appraised late:</p> <ol style="list-style-type: none"> <li>1. Basemera Grace – Medical Clinical Officer was appraised by the Town Clerk on 30th June 2022</li> <li>2. Tusabirwe Evelyn – Medical Clinical Officer was appraised by the Senior Assistant Secretary on 18th July 2022</li> <li>3. Nabaasa Willis – Senior Clinical Officer was appraised on 6th July 2022</li> <li>4. Kobusingye Mary – Assistant Nursing Officer was appraised on 30th June 2022</li> <li>5. Nakabuye Catherine – Clinical Officer – appraisal report for previous FY not seen</li> <li>6. Twesigye Christine – Clinical Officer was appraised by the Senior Assistant Secretary on 11th August 2022</li> </ol>	0
8	<p>Performance management: The LG has appraised, taken</p>	<p>ii. Ensured that Health Facility In-charges conducted</p>	<p>The appraiser reviewed personal files of 10 health workers and found out that all of them were appraised</p>	0

corrective action and trained Health Workers.

Maximum 6 points on this performance measure

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

late (beyond 30th June 2022):

1. Ainembabazi Racheal – Enrolled Nurse was appraised by a Clinical Officer on 14th September 2022
2. Namusoke A Martha – Registered Midwife was appraised by the Senior Assistant Town Clerk on 10th September 2022
3. Nafuna Aisha - Enrolled Midwife was appraised by a Senior Clinical Officer on 31st August 2022
4. Moses Tukwangye – Senior Medical Clinical Officer was appraised by Senior Medical Officer on 28th July 2022
5. Birungi Louis – Medical Laboratory Assistant was appraised by Assistant Nursing Officer on 10th July 2022
6. Abarinde Ruth – Enrolled Nurse was appraised by Assistant Nursing Officer on 6th July 2022
7. Kansiime Evalyne – Enrolled Nurse was appraised by Senior Clinical Officer on 31st August 2022
8. Nawarimpa Gordon – Health Information Assistant was appraised by Assistant Nursing Officer on 5th July 2022
9. Kyomuhimbo Florence – Enrolled Midwife was appraised Assistant Nursing Officer on 30th July 2022
10. Nassali Caroline – Laboratory Assistant was appraised by Laboratory Technician on 27th July 2022
11. Atuhaire Aurea – Laboratory Assistant was appraised by Laboratory Technician on 27th July 2022
12. Atukwatse Evas – Enrolled

8

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

Maximum 6 points on this performance measure

iii. Taken corrective actions based on the appraisal reports, score 2 or else 0

There was evidence in the appraisal reports that corrective actions were initiated to address performance gaps indentified during the performance assessment process for staff who were appraised:

1. Namusoke A Martha (Registered Midwife) - mentorship on cancer screening
2. Nawarimpa Gordon (Health Information Assistant) - training on IT skills
3. Nafuna Aisha (Enrolled Midwife) - training on community mobilization and sensitization skills

2

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

Maximum 6 points on this performance measure

b) Evidence that the LG:

i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0

There **was no evidence accessed by the assessment team** to confirm whether Mbarara DLG conducted training of health workers (Continuous Professional Development) in accordance with the training plan for FY 2021/2022. Evidence accessed by the assessment team showed that the facility had undertaken the following training;

- • Training of health facility in WEB based medicines ordering system for facility in-charges. The training took place between 25th to 27th June 2022 while the report was submitted on the 2nd of July 2022.
- • The department further undertook the training of drug shop operators in family planning. The training report was submitted to the DHO on 2nd June 2022.
- • The assessment team further noted that the department had undertaken training of health workers in COVID-19 case management. The training took place between 30th August 2021 and 2nd September 2021.

However, **the assessment team noted that although trainings were undertaken, there were no C o n t i n u o u s** Professional Development (CPD) Plans availed to the assessment team.



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 <b>was no evidence to confirm whether Mbarara DLG</b> had documented training activities in the training or CPD database. By end of day 2, there was no evidence availed to the assessment team in terms of CPD database</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>There <b>was evidence to confirm that the CAO</b> of Mbarara DLG confirmed the list of 17 Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing on 23rd September 2022 as per the letter addressed to Apio Brenda and Economist in the Planning of MOH. The submission was made via Email Ssebutinde Peter (Prestige)-ssebutinde@yahoo.co.uk</p>	2
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>Mbarara DLG budget for PHC for FY 2021/2022 was UGX47,385,000. Total allocation for management and monitoring activities in the same year was UGX16,000,000 which 33.7% of the total. This was above the 15% minimum.</p>	2

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

Maximum 9 points on this performance measure

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

The disbursements of all funds to government funded institutions and facilities follow the four quarterly routine. For MDLG, PHC NWR grants were transferred to facilities as follows:

For Quarter 1, the MoFPED circular is dated 9th July 2021, the CAO warranted on 23rd July 2021 and the funds were transferred on 27/07/2021.

For Quarter 2, the MoFPED circular is dated 30th September 2021, the CAO warranted on 25th October and the funds were sent on 27th October 2021.

For Quarter 3, cash limits were communicated through MoFPED circular dated 22nd December 2021. The CAO warranted 13th January 2022 and the disbursements made on 27th January 2022.

For Quarter 4, MoFPED circular is dated 4th April 2022 and the CAO warranted on 21st April 2022 and the funds were transferred on 25/04/2022.

In all the four quarters, the warranting/verification of PHC NWR grants was effected beyond the 5 days deadline.

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

Maximum 9 points on this performance measure

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

The disbursements of all funds to government funded institutions and facilities follow the four quarterly routine.

For Quarter 1, the MoFPED circular is dated 9th July 2021, the CAO warranted on 23rd July 2021 and the funds were transferred on 27/07/2021. The communication concerning the disbursement of PHC NWR grants for quarter 1 was dated 26th July 2021.

For Quarter 2, the MoFPED circular is dated 30th September 2021, the CAO warranted on 25th October and the funds were sent on 27th October 2021. The communication concerning the disbursement of PHC NWR grants for quarter 2 was dated 28th October 2021.

For Quarter 3, cash limits were communicated through MoFPED circular dated 22nd December 2021. The CAO warranted 13th January 2022 and the disbursements made on 27th January 2022. The communication concerning the disbursement of PHC NWR grants for quarter 3 was dated 17th Jan 2022.

For Quarter 4, MoFPED circular is dated 4th April 2022 and the CAO warranted on 21st April 2022 and the funds were transferred on 25/04/2022. The communication concerning the disbursement of PHC NWR grants for quarter 1 was dated 25th April 2022.

In all the four quarters, the invoicing and communication of PHC NWR grants were made before the 5 days' time limit.

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

Maximum 9 points on this performance measure

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

There **was evidence to confirm** that the CAO of Mbarara DLG had published all the health facilities receiving non -wage recurrent grants on the health department website on the following days; 2nd August 2021, 26th October 2021, 20th January 2022, and 21st April 2022.

Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

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

There **was evidence to confirm that Mbarara DLG** health department implemented action(s) recommended by the DHT Quarterly performance review meetings held during the FY 2021/22.

The assessment reviewed four sets of DHT Quarterly performance review meetings held on the following days; **15th October 2021, 27th January 2022, 29th June 2022**. The assessment team noted that the following actions were implemented;

The minutes EDHT Quarterly performance review meeting submitted to the DHO on 29th June 2022 recommended ensuring that health workers were at the facility daily. The DHO wrote a circular on 12th August 2022 among others noting that in- charges must attend to duty and physically be present at the facility. In addition, the in charge of Kagongi HC III wrote to one staff (Ayamba Nicholas- Health Information Assistant) warning him about his late coming.

The review meeting held on 5th October 2021 under Minute 9/2021 noted that there was a need to train data clerk to improve data quality. The assessment team noted that on 9th March 2022, the data clerks were trained in TCI data management strategy.

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0

Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

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

There **was no sufficient evidence to confirm whether** Mbarara DLG Health department quarterly performance review meetings involved all the health facilities in charges, implementing partners, DHMTs, key LG departments. The assessment team reviewed the attendance list for the DHT quarterly performance Review Meetings held on the following dates: 15th October 2021, 27th January 2022 and 29th June 2022, and noted that although facility in-charges were in attendance, implementing partners, and representatives from key LG departments were not in attendance.

10

1

Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

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

There **was evidence to confirm that** Mbarara DLG supervised 100% of Bwizibwera HC IV as per the support supervision submitted to the DHO on the following days; 1 October 2021, 27 January 2022, 30 March 2022, and 28 June 2022. The assessment team established that Mbarara DLG had no hospital but just one HC IV (Bwizibwera HC IV).

If not applicable, provide the score

10	1	<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"> <li>• If not applicable, provide the score</li> </ul>	<p>There <b>was evidence to confirm that</b> Mbarara DHT ensured that HSD based at Bwizibwera HC IV carried out support supervision of lower-level health facilities within the FY 2021/2022. The assessment team randomly sampled three health facilities and established that these were all supervised as evidenced by the reports submitted to the DHO; 30th September 2021,20th December 2021,2nd June 2022, and 29th June 2022.</p> <p>The three healthcare facilities that were randomly sampled were <b>Rubindi HC III, Bukiro HC III, and Bubaare HC III</b>. The support supervision reports were submitted to DHO's office by Dr Atuhairwe Richard.</p>
10	1	<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>There <b>was evidence adduced to the assessment team</b> to confirm that Mbarara DLG used results/reports from the 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 FY 2021/2022 as evidenced by the following;</p> <ol style="list-style-type: none"> <li>1. Review of the supervision book Bubaare HC III indicated that the DHT support supervision and monitoring visit dated 13th August 2022 noted the in charge to guide the team to identify a clinic day for children. The assessment team noted that immunization was being done daily. A daily child corner has been established at the facility. On another hand, the support supervision from December</li> </ol>

13, 2021, advised using the SGBV registration right away. On the day of the assessment, the facility was found to be using this register.

2. At Bwizibwera HC IV; we noted that the DHT support supervision and monitoring visit 1st July 2021 advised the in charge to set up an emergency fund for mothers in labour for referral in case of complications. The assessment team noted that some money had been allocated under PHC to cause.
3. Review of the supervision book Rubindi HC III noted that DHT support supervision and monitoring visit dated 11th March 2022 recommended the facility in-charge to order uniforms from ADHO's office. The assessment team noted that health facility uniforms had been received on 14 April 2022.



Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.

Maximum 7 points on this performance measure

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

There **was evidence to confirm that Mbarara DLG** provided support to all health facilities in the management of medicines and health supplies in FY 2021/2022. The assessment team reviewed the support supervision report dated **10th November 2021, 14th February 2022, 12th May 2022, and 21st July 2022.**

The assessment team noted that all the health facilities had been supported to all health facilities in the management of medicines and health supplies. The support supervision reports made the following observations;

- • Monthly physical stockouts done
- • Non-pneumonia cough and cold were well managed
- • Patients' diagnosis well recorded, an injection used for under 5 as recommended by WHO guidelines
- At Mbarara Moslem HC III, the support supervision observed that OPD dispensing logs were well-filled and UpToDate.

Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities

Maximum 4 points on this performance measure

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

Mbarara DHO health office budget for FY 2021/2022 was UGX47,385,000. Out of this a total of UGX25,000,000 was allocated to health promotion and prevention activities.

This was a proportion of 52.7%, which was above the 30% minimum.

Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities

Maximum 4 points on this performance measure

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

There **was evidence that the Mbarara DLG DHT** led health promotion, disease prevention and social mobilization activities as evidenced by among others the following activities;

- • The health department undertook a social mobilization and coordination for integrated child health days as per the report submitted on 15th November 2021
- • The department further held community engagement and risk communication activities in Quarters 1 and 2 of FY 2021/2022. The report further shows that IEC materials had been distributed.
- • The assessment team noted that the department had held 10 radio talk shows and 100 radio spot messages on awareness of COVID-19 control measures, vaccination, and presidential directives. The spot messages were run on Radio west, and UBC among others.
- • In addition, polio vaccination campaigns were conducted between February 13 and February 20, 2022, according to to a report provided by DHO on March 7 of that year.

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Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities

Maximum 4 points on this performance measure

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

There **was evidence on follow-up actions** taken by the Mbarara DLG DHT on health promotion and disease prevention issues in their minutes and reports. For example, a review of the DHT meeting minutes dated 30th December 2021 (Min. 40/12/2022) noted that there was a need to continue raising awareness about COVID-19 vaccination by conducting radio talk shows.

The DHT meeting minutes from the 6th of January 2022 (Min. 44/01/2022) emphasized the necessity for further investigation on the malaria outbreak in the sub-counties of Rubindi and Rubaya.

## Investment Management

12

1

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

Maximum 4 points on this performance measure

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

There **was evidence to confirm that** Mbarara DLG health department had an updated Asset register that set out health facilities and equipment relative to basic standards. Evidence provided to the assessment team indicated that the District Health Office had an updated asset register for healthcare facilities as of 1st July 2022.

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

Maximum 4 points on this performance measure

b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDP III);

(ii) desk appraisal by the LG; and

(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));

score 1 or else score 0

For previous year FY 2021/2022, the prioritised investments under Health department included the following projects:

Construction of OPD, pit latrine and placenta pit at Bwizibwera HCIV UGX330,240,000

Construction of DHO's office gate at DLG HQs UGX10,000,000

Construction of general store at DLG HQs UGX10,000,000

Repair of DLG vaccine store UGX10,000,000

A Desk Appraisal aims to ensure that a project meets the following requirements.

-Derived from the LG Development Plan

-Consistent with sector guidelines & DDEG objectives

-Financially feasible

-Having costed project profiles

No evidence of desk appraisals for MDLG FY2021/2022 Health department projects was provided /reviewed during the assessment.

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

Maximum 4 points on this performance measure

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

For FY 2021/2022, the prioritised investments under MDLG Health department included the following projects:

Construction of OPD, pit latrine and placenta pit at Bwizibwera HCIV UGX330,240,000

Construction of DHO's office gate at DLG HQs UGX10,000,000

Construction of general store at DLG HQs UGX10,000,000

Repair of DLG vaccine store UGX10,000,000

A Field Appraisal aims to ensure that a project meets the following requirements.

-Technical feasibility

-Environmental and social acceptability requirements

No evidence of field appraisals for MDLG Health FY2021/2022 projects was provided /seen during the assessment.

12	1	<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 evidence that the LG screened and prepared ESMPS and complied to risk mitigation plans for the following health projects;</p> <p>Construction of OPD Building, five stance VIP latrine and Placenta Pit at Kashare HC III in Kashare SC (Ref No Mbar/537/wrks/2021-2022/00008 Contractor M/s Cream general and Technical services Ltd Contract amount 325,912,914 UGX.</p> <p>Screening was done on 3/8/2021 and ESMP costed 200,000UGX for waste management measures and 100,000UGX for health and safety of workers</p> <p>Compliance to the risk mitigation plan for projects implemented include, Provision of PPEs and proper disposal of debris and spoil soils</p>
13	1	<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 timely submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans. ie. It was submitted on 24/3/2022 and received in PDU on the same date which is before the 30th of April as required.</p>

Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines

Maximum 10 points on this performance measure

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

According to the DLG approved procurement plan and the health sector procurement plan for the current FY submitted to PDU on 24/3/2022, the infrastructure projects planned to be implemented were the Construction of an OPD at Bwizibwera HC IV which was requisitioned for procurement on 15/9/2022 and General repairs/painting of ART and lab building at Bwizibwera HC IV which had not been requisitioned for procurement by the time of assessment.

This therefore implied that not all procurement request forms (Form PP1) were submitted to the PDU by the 1st quarter of the current FY as required.

Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines

Maximum 10 points on this performance measure

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

The health infrastructure investment for the FY 2021/2022 was approved by the Contracts Committee as detailed below;

Construction of OPD at Kashare HC III(Mbar537/wrks/2021-2022/00008)

- Contracts Committee meeting minutes dated: 7/10/2021

- Minute of approval: 42/10/2021/2022(e)

- Evaluation report dated: 30/9/2021

- Contract sum: UGX 325,912,914

- Solicitor general's clearance dated: 2/2/2022

- Contract agreement signed on: 3/2/2022

- Contractor: Cream General and Technical Services Ltd

Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines

Maximum 10 points on this performance measure

d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0

If there is no project, provide the score

A complete Project Implementation team was constituted on 16/08/2021 for all implemented projects in the DLG for the FY 2021/22 including the Health sector project composed of all the required members. ie. D/Engineer as the project Manager, DCDO, Environment Officer, the Contract manager and Labour Officer. The Assistant Engineer (Sozi Emmanuel) was appointed separately on 28/1/2022 as the clerk of works.



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>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>The DLG did not implement a project regarding upgrade of a HC II to HC III as of last FY 2021/2022</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>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 were no reports from the Clerk of Works obtained for review to establish whether the weekly reports were consolidated from the daily site reports for the construction of the OPD at Kashare HC III.</p>	0

13	0	<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>The LG held only one site meeting during the construction of the OPD at Kashare HC III according to the Site meeting minutes availed dated 4/3/2022 where other relevant stake holders were in attendance apart from the D/CDO and yet not done on a monthly basis as required.</p>
13	1	<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>The LG carried out technical supervision of works at the health infrastructure project on a monthly basis by the relevant officers including the Engineers, Environment officer and CDO at critical stages of construction of the OPD at Kashare HC III according to the joint monitoring reports dated 10/2/2022, 3/3/2022, 27/5/2022, 2/6/2022 etc.. Where all the above relevant officers participated.</p>

Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines

Maximum 10 points on this performance measure

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

Two (02) infrastructural project payments out of FY2021/2022 infrastructure projects of Mbarara DLG Health were sampled to test certification and the timeliness of payment for works executed.

Payment to Rim General and Technical Services Ltd for construction of OPD, 5 stance VIP latrine and placenta pit at Kashare HCIII (UGX110,571,965). Requisition dated 17/05/2022, certified by the DHO, Environment Officer, CDO and District Engineer on 17/05/2022 and payment on 23/06/2022 (36 days).

Payment to Cream General and Technical Services Ltd for construction of OPD, VIP latrine and placenta pit at Kashare HCIII (UGX100,243,284). Requisition dated 03/02/2022, certified by the DHO, Environment Officer, CDO and District Engineer on 09/03/2022 and payment on 23/03/2022 (50 days).

In both sampled projects, payments were effected beyond the 14 days' time limit.

Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines

Maximum 10 points on this performance measure

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

The DLG had complete procurement file for all the health infrastructure contract with all records as required by the PPDA Law14 as detailed below;

Construction of OPD at Kashare HC III(Mbar537/wrks/2021-2022/00008)

- Contracts Committee meeting minutes dated: 7/10/2021
- Minute of approval: 42/10/2021/2022(e)
- Evaluation report dated: 30/9/2021
- Contract sum: UGX 325,912,914
- Solicitor general's clearance dated: 2/2/2022
- Contract agreement signed on: 3/2/2022
- Contractor: Cream General and Technical Services Ltd

## Environment and Social Safeguards

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

Maximum 2 points on this performance measure

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

There were GRM mechanisms. However, no grievances recorded, investigated, responded to and redress reported for health projects at the time of assessment

15	2	<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 <b>was evidence to confirm that Mbarara DLG</b> Health Department had disseminated guidelines on health care/medical waste management to health facilities. The assessment team noted that the health department had distributed copies of “<b>Health care waste management infection control training manual</b>” as evidenced by the distribution list dated 19th August 2021. The assessment team further observed that there were charts on medical waste segregation displayed in the maternity wards at <b>Bwizibwera HC IV, Rubindi HC III and Bubaare HC III.</b></p>
15	2	<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 <b>was evidence to confirm that Mbarara DLG</b> had a functional system/central infrastructure with equipment for medical waste management and had a dedicated or operational budget. The assessment team established that Green Label Company Ltd supported the Local government in the management of medical waste as evidenced by the waste transfer form found on file.The assessment team noted that there was an incinerator at Rubindi HC III.</p>
15	1	<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 <b>was evidence to confirm Mbarara DLG</b> conducted training and created awareness in healthcare waste management. The assessment team noted that the department undertook training in healthcare waste management as evidenced by the report titled; “Infection prevention control and sensitization” between 6th and 10th July 2021.</p>

16	2	<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 the LG had costed ESMPs incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY example;</p> <p>Construction of OPD Building, five stance VIP latrine and Placenta Pit at Kashare HC III in Kashare SC (Ref No Mbar/537/wrks/2021-2022/00008 Contractor M/s Cream general and Technical services Ltd Contract amount 325,912,914 UGX.</p> <p>In the BOQ under element 11 there was provision of environmental restoration costed 5,386,000UGX and VIP latrine costing at 1,588,000UGX</p> <p>General ESMP for health projects costed 200,000UGX for construction activities 200,000UGX for health and safety. signed by Environment officer and CDO on 10/9/2021</p>
16	2	<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 showing the LG had proof of land ownership for health construction projects implemented at the time of assessment.</p> <p>Land documents for Kashare HCII. <b>Certificate of Title</b> 20.0 ha in Kashari county plot 25, block 17 ownership Mbarara DLG dated 2/4/2008 signed by registrar of titles</p>

16	0	<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 evidence of consistent monitoring and engagement throughout the contract period by CDO and Environment Officer. however no monthly reports for health projects. Example;</p> <p>Report for compliance on Construction of construction of OPD building and Placenta Pit at Kashare HC III. Monitoring report dated 27/05/2022. signed by CDO and Senior Environment officer.</p> <p>Follow up by LGs on recommended corrective measures was done for health projects in the reports which include; Drainage channels created and workers wearing PPEs. On site visit the incinerator needed an overhaul and poor disposal of medical wastes in a pit</p>
16	2	<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 accessed in LG for payment certificates signed off by the Environment Officer and CDO for health projects prior to payments of contractor invoices/certificates. Examples;</p> <ul style="list-style-type: none"> <li>• Construction of construction of OPD building and Placenta Pit at Kashare HC III Payment certificate No 2 dated 15/6/2022. Amount paid was 110,571,965 UGX. signed by CDO and DNRO on 17/6/2022 Environmental compliance certification signed on 30/3/2022</li> </ul>

**Water &  
Environment  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Water &amp; Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	<p>From the MWE MIS, MBARARA district had a rural water source functionality of 94% at the end of FY 2021/22 which is in the range of 90 -100% hence a score of Two (2)</p>	2
1	<p>Water &amp; Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. % of facilities with functional water &amp; 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:</p> <ul style="list-style-type: none"> <li>o 90 - 100%: score 2</li> <li>o 80-89%: score 1</li> <li>o Below 80%: 0</li> </ul>	<p>Data obtained from the Ministry MIS shows that MBARARA District had only 199 functional water &amp; sanitation committees out of the entire 2694 total number of water sources at the end of FY 2021/22, this is equivalent to 7.4% facilities with functional WSCs below 80% hence a score of Zero (0)</p>	0



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

a. The LG average score in the water and environment LLGs performance assessment for the current. FY.

Whereas the LLG ASSESSMENT started, the assessor is still waiting for the verified sub-counties water and environment performance assessment report to score accordingly

*Maximum 8 points on this performance measure*

If LG average scores is

- a. Above 80% score 2
- b. 60 -80%: 1
- c. Below 60: 0

(Only applicable when LLG assessment starts)

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

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

According to MWE MIS, MBARARA District Safe Water Coverage /Total access for FY 2020/21 was 49% and the sub-counties with safe water coverage below this average was one (01) in number as detailed below;

*Maximum 8 points on this performance measure*

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

KASHARE SC (45%),

o If 80-99%: Score 1

The AWP/Budget for FY 2021/22 submitted by CAO on 12th/07/2021 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2021 indicated the following budgeted water projects that were implemented in the targeted S/Cs above:

o If below 80 %: Score 0

i. Construction of 5–Stance lined VIP Latrine in Akirungo TC in RUBAYA SC

ii. Construction of 5–Stance Water borne toilet at Bwezibwera New District HQs in RWANYAMAHEMBE SC

iii. Construction of eleven (11)

Deep Boreholes in  
RWANYAMAHEMBE SC (2),  
KASHARE SC (4), RUBAYA  
SC(3), RUBINDI SC(1), BUBARE  
SC (1)

iv. Design of one (1) piped water  
supply system (GFS, but solar  
powered) in BUKIRO SC

v. Extension of a piped water  
supply system (GFS) Phase IV in  
Kyandahi - Kibingo in KAGONGI  
SC

vi. Extension of a water to Bukiro  
Seed school in BUKIRO SC

vii. Connection of water to  
Industrial park in RUBAYA SC

viii. Rehabilitation of eighteen  
(18) Boreholes in  
RWANYAMAHEMBE SC (2),  
KASHARE SC (4), RUBAYA  
SC(6), RUBINDI SC(1), BUBARE  
SC (4), KAGONGI SC (1),

Eight (08) out of Thirty five (35)  
budgeted projects implemented in  
FY 2021/22 were in the Sub  
counties with a SWC below the  
District water Average as bolded  
above. This is equivalent to  
22.9% which is below 80%  
thereby justifying the entering of a  
score of Zero (0).

2

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

From the three sampled contracts  
and using the formula  $((A-B)/A)*100$  where;

A = Engineer's  
estimated cost and

B = Contracted Sum

**Project 1: Extension of a piped  
water supply system (GFS)  
Phase IV in Kyandahi - Kibingo  
in KAGONGI SC**

2

- Contractor: M/S DAIKAM TECHNOLOGIES LTD
- Engineer's estimated cost: UGX 165,054,328
- Contracted Sum: UGX 149,647,600
- **Calculated variation using the above formula: -9.3%**

**Project 2: Construction of eleven (11) Deep Boreholes in RWANYAMAHEMBE SC (2), KASHARE SC (4), RUBAYA SC(3), RUBINDI SC(1), BUBARE SC (1)**

- Contractor: M/S KLR UGANDA LTD
- Engineer's estimated cost: UGX 270,000,000
- Contracted Sum: UGX 220,534,920
- **Calculated variation using the above formula: -18.3%**

**Project 3: Construction of 5– Stance Water borne toilet at Bwezibwera New District HQs in RWANYAMAHEMBE SC**

- Contractor: M/S MUKTIPLE ENTERPRISES & SERVICES CO.LTD
- Engineer's estimated cost: UGX 45,000,000
- Contracted Sum: UGX 44,929,680
- Calculated variation using the above formula: -0.1%

**Percentage variations in the contract price are all within  $\pm$  20%.**

**Hence the score Two (2)**

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"> <li>o If 100% projects completed: score 2</li> <li>o If 80-99% projects completed: score 1</li> <li>o If projects completed are below 80%: 0</li> </ul>	<p>In the analysis of the District Annual Work Plan (AWP) for the DWSCG FY 2021/22 which was signed and submitted on 12th/07/2021 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 14th/07/2021 and the Annual Budget performance report (4th Quarter for FY 2021/22) submitted by the CAO of MBARARA District on 08th July 2022 to the Permanent Secretary MWE and received by the RWSSD on 13th July 2022 indicated that 100% of the planned projects were completed by the end of the FY 2021/22.</p> <p>The following were the planned WSS infrastructure projects and level of achievement by the end of the FY 2021/22:</p> <ul style="list-style-type: none"> <li>i. Construction of 5–Stance lined VIP Latrine in Akirungo TC in RUBAYA SC</li> </ul> <p><b>% Completion: 100%</b></p> <ul style="list-style-type: none"> <li>ii. Construction of 5–Stance Water borne toilet at Bwezibwera New District HQs in RWANYAMAHEMBE SC</li> </ul> <p><b>% Completion: 100%</b></p> <ul style="list-style-type: none"> <li>iii. Construction of eleven (11) Deep Boreholes in RWANYAMAHEMBE SC (2), KASHARE SC (4), RUBAYA SC(3), RUBINDI SC(1), BUBARE SC (1)</li> </ul> <p><b>% Completion: 100%</b></p> <ul style="list-style-type: none"> <li>iv. Design of one (1) piped water supply system (GFS, but solar powered) in BUKIRO SC</li> </ul> <p><b>% Completion: 100%</b></p> <ul style="list-style-type: none"> <li>v. Extension of a piped water supply system (GFS) Phase IV in Kyandahi - Kibingo in KAGONGI</li> </ul>	2
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SC

**% Completion: 100%**

vi. Extension of a water to Bukiro Seed school in BUKIRO SC

**% Completion: 100%**

vii. Connection of water to Industrial park in RUBAYA SC

**% Completion: 100%**

viii. Rehabilitation of eighteen (18) Boreholes in RWANYAMAHEMBE SC (2), KASHARE SC (4), RUBAYA SC(6), RUBINDI SC(1), BUBARE SC (4), KAGONGI SC (1),

**% Completion: 100%**

Thirty five (35) Projects out of Thirty five (35) equivalent to 100% projects as per the AWP 2021/22 were 100% completed as reported in the Annual Budget performance report (Quarter 4

Hence a score of Two (2)

3

New\_Achievement of Standards:

The LG has met WSS infrastructure facility standards

*Maximum 4 points on this performance measure*

a. If there is an increase in the % of water supply facilities that are functioning

o If there is an increase: score 2

o If no increase: score 0.

From the MWE MIS – Accessibility & Functionality category under the column of Functional sources, , I observed that there were 1828 functional sources out of 2686 total number of water sources equivalent to 68.1% for FY 2020/21 and that there were 1827 functional sources out of 2694 total number of water sources equivalent to 67.8% for FY 2021/22

**This actually indicates a decrease hence a score of Zero (0)**

0

3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water &amp; sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <ul style="list-style-type: none"> <li>o If increase is more than 1% score 2</li> <li>o If increase is between 0-1%, score 1</li> <li>o If there is no increase : score 0.</li> </ul>	<p>From the MWE MIS – Software Report category under the column of WSC Functional, , I observed that there were 196 functional water &amp; sanitation committees out of 2686 total number of water sources equivalent to 7.3% for FY 2020/21 and that there were 199 functional water &amp; sanitation committees out of 1827 total number of water sources equivalent to 7.4% for FY 2021/22</p> <p><b>This actually indicates an increase of 0.1% in the range of 0 -1% hence a score of one (1)</b></p>	1
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### Performance Reporting and Performance Improvement

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>From the list of Thirty five (35) ) constructed WSS facilities in the previous FY 2021/22 as seen in MBARARA DLG Annual Performance Report (4th Quarter Report) for the DWSCG for FY 2021/22, the following three (3) WSS facilities were sampled and visited and the following was observed/noted:</p> <p><b>Project 1: Construction of two (02) Deep Boreholes in KASHARE SC</b></p> <p><b>Observations</b></p> <ul style="list-style-type: none"> <li>• The Project was implemented by MWE M/S KLR UGANDA LTD</li> <li>• One BH was installed in Rwobogogo village and the other in Ntungamu village both in KASHARE SC</li> <li>• Both BHs were functional at my time of visit with average discharge of 20 ltrs in 46 secs</li> </ul>	3
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- Each of the BHs has a functional 7-member WSC

**Project 2: Extension of a piped water supply system (GFS) Phase IV in Kyandahi - Kibingo in KAGONGI SC**

**Observations**

- The Project was implemented by MWE M/S DAIKAM TECHNOLOGIES LTD
- Phase IV was not functional because the water source was washed away 3 weeks ago from my time of visit
- The taps were well installed although I couldn't ascertain the discharge

**Project 3: Construction of 5–Stance Water borne toilet at Bwezibwera New District HQs in RWANYAMAHEMBE SC**

**Observations**

- The Project was implemented by MWE M/S MULTIPLE ENTERPRISES & SERVICES CO.LTD
- The TOILET is the first project pending the construction works of new Mbarara District HQs
- The facility has 5 –stances, two for female, two for male and one for PWDs
- The waterborne toilet drains into a 15ft by 7ft septic tank about 5m away from the toilet.
- I noted that the project is somewhat abandoned with no WSC yet in place

Therefore, the facilities were constructed, as observed during the field visits and that the DWO accurately reported on them in

the Annual Performance Report of 4th Quarter of the FY 2021/22; thereby justifying a score of 3 to be entered.

5

2

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

**There is evidence** that the LG Water Office collects and compiles information on sub-county water supply and sanitation reported in the minutes of the coordination committee meetings held each quarter incorporated in the following Quarterly reports:

(i) 1st Quarter progress Report for FY 2021/22 submitted by MBARARA DLG CAO on 11th Sept 2021 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 13th Sept 2021

(ii) 2nd Quarter Progress Report for FY 2021/22 submitted by DLG CAO on 07th Jan 2022 to MWE PS, received by the MWE Central Registry and MWE RWSSD on 10th Jan 2022.

(iii) 3rd Quarter Progress Report for FY 2021/22 submitted by DLG CAO on 19th April 2022 to MWE PS, received by the MWE Central Registry and MWE RWSSD on 20th April 2022

(iv) 4th Quarter Report for FY 2021/22 submitted by DLG CAO on 08th July 2022 to the MWE PS and received by the RWSSD on 13th August 2022

The other information details on functionality of facilities and WSCs, safe water coverage, and community involvement especially in management through WSCs are also reported in the Form 4s attached in each of the Quarter reports and Form



1s for data collection for new point water sources/facilities organized per sub county.

Hence a Score two (2)

5

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

3

**There is evidence** that the LG Water Office updates the MIS (WSS data) as seen in all the Quarterly Reports, the newly constructed facilities are reported and their details are filled in Form 1 as a data collection form for point water sources for new facilities, detailing location of the new facilities, population served, functionality of WSCs and WSS facilities, etc.). These are compiled together sent to MWE for updating and the DWO downloads this information as Form 4 compilations of the updated MWE database forming the DWO MIS.

Furthermore I evidenced changes on the Ministry MIS to further confirm the initiative by the DLG to update its information.

Hence a score three (3)

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

*Maximum 7 points on this performance measure*

c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LIG assessment to develop and implement performance improvement plans: Score 2 or else 0

*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.*

Whereas the LIG ASSESSMENT started, the assessor is still waiting for the verified sub-counties water and environment performance assessment report to extract the 25% lowest performing LLGs and score accordingly

## Human Resource Management and Development

6

2

Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff

*Maximum 4 points on this performance measure*

a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2

There was evidence in the staff list and performance contract to confirm that the District Water Officer budgeted for critical staff including 2 Assistant Water Officers (one Mobilization and the other for Sanitation), Borehole Technician, Assistant Engineering Officer (water)

6

2

Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff

*Maximum 4 points on this performance measure*

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

There was evidence from the staff list and performance contract that the District Natural Resources Officer had budgeted for critical staff including; Environment Officer and Forestry Officer. The position of Natural Resource Officer does not exist in MoPS approved customized structure of Mbarara DLG

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>The District Water Office staff were not appraised in the previous FY as per guidelines from MoPS:</p> <ol style="list-style-type: none"> <li>1. The Civil Engineer (Water), Mucunguzi was appraised on 31st August 2022</li> <li>2. The Assistant Water Officer for Mobiliozation , Joab Abaho was appraised on 28th August 2022</li> <li>3. The Borehole Technician, Kashaija Kenneth was appraised on 4th July 2022</li> </ol>	0
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>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</p>	<p>The District Water Office identified the Capacity needs of staff as seen in a letter written by the DWO dated 18th July 2022 and addressed to the CAO as received by DLG Central Registry on 18th July 2022</p> <p>In the letter, the DWO noted that there were capacity gaps in Software designing, community facilitation skills for the AEO/water supply &amp; AEO/community mobilization respectively.</p> <p>However <b>there is no evidence</b> that the DWO ensured that trainings are scheduled which I confirmed by absence of a District training plan drafted by the Senior Human Resource officer and also absence of any training reports.</p> <p>Hence a score Zero (0)</p>	0

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

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The</p>	<ul style="list-style-type: none"> <li>• a) Evidence that the DWO has prioritized budget</li> </ul>	<p>According to MWE MIS, MBARARA district registered an average safe water</p>	0
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Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.

*Maximum 6 points on this performance measure*

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

coverage/Total access of 48% by the end of FY 2021/22

The Sub-counties that have safe water coverage below that of the district were;

KASHARE (45%)

According to the AWP for District Water and Sanitation Conditional Grant (DWSCG) and the District Sanitation and Hygiene Conditional Grant (DSHCG) work plans for MBARARA district for FY 2022/23 submitted by CAO on 8th July 2022 and approved on 13th July 2022, the following projects were budgeted for;

i. Hydrological survey & construction of seven (7) Deep Boreholes (Hand pumped) each at 28,500,000 in KASHARE (2), RUBAYA (2), BUBARE (2), RWANYAMAHEMBE SC (1)

ii. Construction of one (1) piped water supply system (Solar Powered) Phase II in BUKIRO SC at a cost of UGX 351,176,176

iii. Rehabilitation of ten (10) Boreholes each UGX 3,000,000 in KASHARE (2), RUBAYA (2), BUBARE (2), RWANYAMAHEMBE SC (2), RUBINDI SC(2)

The above information indicates a total of UGX 63,000,000 with a total of UGX 580,676,176 (10.8%) prioritized for SCs below the safe water coverage of the district

This is below 60%

Hence a score of Zero (0)

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p>	<p>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><b>There is evidence</b> (as seen on the District Noticeboards, respective acknowledgement of receipt stamps from all beneficiary SCs and two sub counties noticeboards visited i.e Kashare and Kagongi) that DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY 2022/23</p>	3
	<p><i>Maximum 6 points on this performance measure</i></p>		<p>Furthermore, my perusal through the district Quarterly software report confirmed to me that the DWO conducted sub-county advocacy meetings and among other aspects informed LLGs about their allocations per source. Hence the score three (3)</p>	
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</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>	<p><b>There is no Evidence</b> that the district Water Office has monitored each of the 2694 WSS facilities at least quarterly in key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards.</p>	0
	<p><i>Maximum 8 points on this performance measure</i></p>	<ul style="list-style-type: none"> <li>• If 95% and above of the WSS facilities monitored quarterly: score 4</li> <li>• If 80-94% of the WSS facilities monitored quarterly: score 2</li> <li>• If less than 80% of the WSS facilities monitored quarterly: Score 0</li> </ul>	<p>This I qualified by absence of a Monitoring Plan in place and detailed Monitoring Reports to ascertain the extent of WSS facilities monitored.</p> <p>Hence a score Zero (0)</p>	
9	<p>Routine Oversight and Monitoring: The LG has</p>	<p>b. Evidence that the DWO conducted</p>	<p><b>There is evidence</b> that the DWO conducted quarterly DWSCC</p>	2

monitored WSS facilities and provided follow up support.

*Maximum 8 points on this performance measure*

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

meetings and key issues identified from quarterly monitoring of WSS facilities discussed:

- Minutes of the 1st Quarter MBARARA DLG District Water and Sanitation Coordination Committee Meeting held on 6th/10/2021 in the Water Board room, attended by 18 participants: Key issues were under agenda item 6 on “Progress report on Water and Supply activities”.
- Minutes for the Second Quarter DLG District Water and Sanitation Coordination Committee Meeting held on 21st /12/2021 in the Water Board room , attended by 21 participants: Key issues were under agenda item 7 on “Reactions and way forward”.
- Minutes of the 3rd Quarter DLG District Water and Sanitation Coordination Committee Meeting held on 17th /03/2022 in the Water Board room, attended by 16 participants: Key issues were under agenda item 6 on “Progress report on Water and Supply activities”.
- Minutes of the 4th Quarter DLG District Water and Sanitation Coordination Committee Meeting held on 16th /06/2022 in Water Board room , attended by 23 participants: Key issues were under agenda item 6 on “Progress report on Water and Supply activities”.

**Scrutiny of the above minutes confirms that the DWO conducted Quarterly DWSCC Meetings and that key issues were regularly identified and discussed and remedial actions such as more projects in KASHARE SC, as the sub county below the District SWC**

**incorporated in the current FY AWP. Hence a Score 2**

9

0

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

*Maximum 8 points on this performance measure*

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

Whereas there is some evidence (as seen on the District Noticeboards, respective acknowledgement of receipt stamps from all beneficiary SCs and two sub counties noticeboards visited i.e. Kashare and Kagongi) that DWO communicated to all beneficiary LLGs their respective allocations per source to be constructed in the current FY 2022/23, **the DWO acknowledged that He did not publicize the allocations to ALL Sub counties**

Hence a Score Zero (0)

10

0

Mobilization for WSS is conducted

*Maximum 6 points on this performance measure*

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

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

From the AWP FY 2021/22,

The Sector Unconditional Grant (Non-wage) was UGX 59,358,258.....A

Sensitise communities on critical requirements was UGX 2,000,000...B

Training Water User Committees, communities and Primary schools on roles, responsibilities, & Hygiene Promotion was UGX 2,000,000....C

Post-Construction support of Water User Committees (Reactivation of non-functional committees) was UGX 2,000,000....D

Establishing Water User Committees was UGX 2,000,000....E

HIV Mainstreaming was UGX 1,000,000....F

Commissioning of new Water and Sanitation Projects was UGX

3,000,000....G

Baseline Survey for sanitation  
was UGX 1,000,000....H

Sanitation week promotion  
activities was UGX 3,000,000...I

Therefore

Total Budget to facilitate  
community mobilization activities  
= B+C+D+E+F+G+I = UGX  
16,227,400 (J)

Budget for NWR rural  
water and sanitation = A= UGX  
59,358,258

**Calculating to ascertain the  
sector guidelines minimum of  
40% (J/A) yields 25.3%**

Hence a score Zero (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.

From the District Quarterly software reports, the DWO in liaison with the CDO established and trained WSCs for the new facilities constructed in the Previous FY 2021/22 particularly their roles and responsibilities on O&M for the facilities, and on hygiene as indicated in the Quarterly Software Reports as detailed below;

i. Software Report for Quarter One 2021/22 written by the DWO on 13th Sept 2021

ii. Software Report for Quarter Two 2021/22 written by the DWO on 10th Dec 2021

iii. Software Report for Quarter Three 2021/22 written by the DWO on 17th March 2022

iv. Software Report for Quarter Four 2021/22 written by the DWO on 29th June 2022

Furthermore, I saw on file more than six (6) reports about trainings on new committees, re-training of existing WSCs and Post-construction reports for each of the sub counties.

**Therefore, I confirm that the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities; thereby justifying a score of 3 to be entered.**

11	0	<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><b>There is no evidence</b> of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLGs within MBARARA District.</p> <p>What I saw on file were Form 4s and Form 1s, not organized, not received by the CAO, and therefore I couldn't confirm that they are up-to-date</p> <p>Hence a score Zero (0)</p>
11	4	<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>For the current FY 2022/2023, MDLG Water and Environment department has the following projects:</p> <p>Construction of solar power piped water scheme Kigoro-Kyabilanga UGX351,176,176.</p> <p>Sighting, drilling and installation for 7 boreholes in Kaguhanzya, Rubaya S/C UGX393,733,0000</p> <p>A Desk Appraisal aims to ensure that a project meets the following requirements.</p> <ul style="list-style-type: none"> <li>-Derived from the LG Development Plan</li> <li>-Consistent with sector guidelines &amp; DDEG objectives</li> <li>-Financially feasible</li> <li>-Having costed project profiles.</li> </ul> <p>Evidence of desk appraisals for MDLG FY2022/2023 Water and Environment projects was provided and reviewed during this assessment.</p>



Planning and Budgeting for Investments is conducted effectively

*Maximum 14 points on this performance measure*

c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2

There is evidence that all budgeted investments for current FY have completed applications from beneficiary communities

This I confirmed after perusing through four (04) community files in which different members from different sub counties were applying for extension of WSS facilities near their reach.

I also noted that the construction of the solar powered PWS was not a community driven initiative but rather an initiative by the District technical team

**Hence a score two (2)**

Planning and Budgeting for Investments is conducted effectively

*Maximum 14 points on this performance measure*

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

For the current FY2022/2023, MDLG Water and Environment department had the following projects:

Construction of solar power piped water scheme Kigoro-Kyabilanga UGX351,176,176.

Sighting, drilling and installation for 7 boreholes in Kaguhanzya, Rubaya S/C UGX393,733,0000

A Field Appraisal aims to ensure that a project meets the following requirements.

-Technical feasibility

-Environmental and social acceptability requirements

Evidence with regard to field appraisals for MDLG FY2022/2023 Water and Environment projects was provided for the assessment and reviewed.

11	2	<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 were Environmental and Social Screening Forms for water projects, and mitigation measures put in place such as workers wearing PPEs and proper disposal of spoil soils. Projects screened for the Current FY examples include;</p> <p>Drilling and installation of deep handpump Boreholes in selected sub counties. contract amount 375,000,000 UGX Screening forms were prepared by the Environment officer and CDO on 29/8/2022 and 26/8/2022.</p> <p>Rehabilitation of Boreholes in selected sub counties-Screening forms are not necessary since the impacts are insignificant</p>
12	2	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0</p>	<p>All the water infrastructure investments were incorporated in the LG approved procurement plan. I.e. Construction and Extension of the Kyandahi GFS was incorporated in the procurement plan as item No.3 on page 22, Construction of 5-stance VIP latrine at Akarungo TC in Rubaya S/C was incorporated in the procurement plan as item No.2 on page 22 and the Drilling and installation of deep hand pump boreholes in Ryanyamahembe, Kashare, Rubaya and Rubindi sub counties was incorporated in the document as item No.4 on page 22 all under the Water sector.</p>
12	2	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS</p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the</p>	<p>The water supply and public sanitation infrastructure projects for the previous FY were approved by the Contracts Committee before</p>

procurements

*Maximum 14 points on this performance measure*

Contracts Committee before commencement of construction Score 2:

commencement of construction as detailed below;

Construction and Extension of the Kyandahi GFS (Mbar537/wrks/2021-2022/00005)

- Contracts Committee meeting minutes dated: 7/10/2021
- Minute of approval: 42/10/2021/2022(b)
- Evaluation report dated: 30/9/2021
- Contract sum: UGX 149,647,600
- Contract agreement signed on: 12/11/2021
- Contractor: Daikam Technologies Ltd

Construction of 5-stance VIP latrines at Akarungo TC in Rubaya S/C (Mbar537/wrks/2021-2022/00002)

- Contracts Committee meeting minutes dated: 19/8/2021
- Minute of approval: 17/08/2021/2022(c)
- Evaluation report dated: 12/8/2021
- Contract sum: UGX 34,336,820
- Contract agreement signed on: 7/9/2021
- Contractor: Ligitimate Engineering and Technical Services Co. Ltd

Drilling and installation of deep hand pump boreholes in Ryanyamahembe, Kashare, Rubaya and Rubindi sub counties

- Contracts Committee meeting minutes dated: 7/10/2021
- Minute of approval: 42/10/2021/2022(a)
- Evaluation report dated: 30/9/2021
- Contract sum: UGX 220,534,920
- Solicitor General's clearance dated 28/1/2022
- Contract agreement signed on: 1/3/2022
- Contractor: KLR (U) Ltd

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines</p> <p>Score 2:</p>	<p>An incomplete Project Implementation team was constituted on 16/08/2021 for the Water sector implemented projects composed of the other required members.ie. The DWO as the project manager, DCDO and Environment Officer, the Labour Officer, Contract Manager but missing the Clerk of Works.</p>	0
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12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO:</p> <p>Score 2</p>	<p><b>There is evidence</b> that Water and Public Sanitation Infrastructure sampled and indicated below were constructed as per the standard Technical Designs provided by the DWO in the BOQs and Technical drawings:</p> <p><b>Project 1: Construction of two (02) Deep Boreholes in KASHARE SC</b></p> <p><b>Observations</b></p>	2
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- The Project was implemented by MWE M/S KLR UGANDA LTD

- One BH was installed in Rwobogogo village and the other in Ntungamu village both in KASHARE SC

- Both BHs were functional at my time of visit with average discharge of 20 ltrs in 46 secs

- Each of the BHs has a functional 7-member WSC

- I perused through the technical drawings of the system and confirm that the implementation of the BHs was per the standard Technical Designs provided by the DWO in the BOQs

**Project 2: Extension of a piped water supply system (GFS) Phase IV in Kyandahi - Kibingo in KAGONGI SC**

**Observations**

- The Project was implemented by MWE M/S DAIKAM TECHNOLOGIES LTD

- The system was designed to draw water from a high yielding GFS, about 1Km away

- Phase IV was not functional because the water source was washed away 3 weeks ago from my time of visit

- The taps were well installed although I couldn't ascertain the discharge

- I perused through the technical drawings of the system and confirmed that the contractor had implemented as designed contracted by the DLG.

- I therefore confirm that the implementation of the transmission lines and tap stands

was per the standard Technical Designs provided by the DWO in the BOQs and Technical drawings

**Project 3: Construction of 5–  
Stance Water borne toilet at  
Bwezibwera New District HQs  
in RWANYAMAHEMBE SC**

**Observations**

- The Project was implemented by MWE M/S MULTIPLE ENTERPRISES & SERVICES CO.LTD
- The TOILET is the first project pending the construction works of new Mbarara District HQs
- The facility has 5 –stances, two for female, two for male and one for PWDs
- The waterborne toilet drains into a 15ft by 7ft septic tank about 5m away from the toilet.
- I noted that the project is somewhat abandoned with no WSC yet in place
- I perused through the technical drawings of the project and confirmed that the contractor had implemented as designed contracted by the DLG.

**Since all the 3 water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO, then a score of 2 is entered.**

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	<p>The relevant technical officers did not carry out adequate monthly technical supervision of WSS infrastructure projects implemented during last FY2021/2022 according to the joint supervision reports dated 9/11/2021,15/10/2021,11/07/2022 where the DCDO and Environment officers did not participate apart from reports dated 22/10/2021 which was not done on a monthly basis as required.</p> <p>It was also established that actions between the DWO and the contractor were not implemented by the contractor in the event that no minutes of site meetings were obtained to ascertain the same.</p>	0
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> <p>o If 100 % contracts paid on time: Score 2</p> <p>o If not score 0</p>	<p>Six (06) infrastructural payments out of FY2021/2022 infrastructure projects of Mbarara DLG Water and Environment were sampled to test certification and the timeliness of payment for works executed.</p> <p>Payment to Multiple Enterprises and Services Company Ltd for construction of 5 stance public water borne toile at Bwizibwera new MDLG HQs (UGX35,858,548) – Requisition dated 23/11/2021, certified by District Engineer, Water Officer, Environment Officer, CDO and CAO on 30/11/2021 and payment effected on 30/11/2021 (17 days).</p> <p>Payment to KLR Uganda Ltd for drilling and installation of one additional deep borehole in Ntungamo, Kashare S/C (UGX22,710,621) – Requisition dated 10/06/2022, certified by District Engineer, Water Officer, Environment Officer, CDO and</p>	0

CAO on 10/06/2022 and payment effected on 21/06/2022 (11 days).

Payment to KLR Uganda Ltd for drilling and installation of one additional deep borehole in Ruganrama 1, Bubaare S/C (UGX23,250,706) – Requisition dated 10/06/2022, certified by District Engineer, Water Officer, Environment Officer, CDO and CAO on 15/06/2022 and payment effected on 21/06/2022 (11 days).

Payment to Daikam Technologies Ltd for construction and expansion of Kibingo-Kyandahi GFS phase Kagongi S/C (UGX142,165,220) – Requisition dated 07/04/2022, certified by District Engineer, Water Officer, Environment Officer, CDO and CAO on 07/04/2022 and payment effected on 22/04/2022 (15 days).

Payment to Legitimate Engineering and Technical Services Ltd for construction of 5 stance lined VIP latrine at Ekirungo T/C in Rubaya S/C (UGX31,616,292) – Requisition dated 23/11/2021, certified by District Engineer, Water Officer, Environment Officer, CDO and CAO on 30/11/2021 and payment effected on 13/12/2021 (20 days).

Payment to KLR Uganda Ltd for drilling and installation of 9 deep boreholes in the DLG (UGX205,693,790) – Requisition dated 20/05/2022, certified by District Engineer, Water Officer, Environment Officer, CDO and CAO on 25/05/2022 and payment effected on 17/06/2022 (22 days).

In all the sampled projects, certification was effected in accordance with the requirements but in four (04) out of the six (06) sampled payments were effected beyond the 14 days' time limit.

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

*Maximum 14 points on this performance measure*

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

Score 2, If not score 0

All the water supply and public sanitation infrastructure projects for the previous FY had complete procurement files in place for each contract with all records as required by the PPDA Law

Construction and Extension of the Kyandahi GFS (Mbar537/wrks/2021-2022/00005)

- Contracts Committee meeting minutes dated: 7/10/2021

- Minute of approval: 42/10/2021/2022(b)

- Evaluation report dated: 30/9/2021

- Contract sum: UGX 149,647,600

- Contract agreement signed on: 12/11/2021

- Contractor: Daikam Technologies Ltd

Construction of 5-stance VIP latrines at Akarungo TC in Rubaya S/C (Mbar537/wrks/2021-2022/00002)

- Contracts Committee meeting minutes dated: 19/8/2021

- Minute of approval: 17/08/2021/2022(c)

- Evaluation report dated: 12/8/2021

- Contract sum: UGX 34,336,820

- Contract agreement signed on: 7/9/2021

- Contractor: Ligitimate Engineering and Technical Services Co. Ltd

Drilling and installation of deep hand pump boreholes in ryanyamahembe, Kashare, Rubaya and Rubindi sub counties

- Contracts Committee meeting minutes dated: 7/10/2021

- Minute of approval: 42/10/2021/2022(a)

- Evaluation report dated: 30/9/2021

- Contract sum: UGX 220,534,920

- Solicitor General's clearance dated 28/1/2022

- Contract agreement signed on: 1/3/2022

- Contractor: KLR (U) Ltd

## 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 were grievances recorded, investigated, responded to and redress reported for water projects for FY 2021/22 example there was vandalization of a water source in Nyakibingo village in Rubaya SC, Action taken was a community meeting was held and byelaws established this was on 25/7/2022</p>	<b>3</b>
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14	3	<p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source &amp; catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p>	<p>There was evidence that the LG had Water source and catchment protection and natural resource management guidelines disseminated to CDOs example;</p> <p>There were minutes of the report for water source protection and catchment protection meeting held on 8/10/21 to disseminate guidelines CDOs. Under Min 3/10/2021 Communication from DNRO dissemination of guidelines. Attended by 15 members. Report signed by social mobiliser- CDO and DWO on 8/10/2021.</p>
15	3	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a. Evidence that water source protection plans &amp; natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p>	<p>There was evidence in the LG to show water source protection plans and natural resource management plans for WSS infrastructure projects constructed during the previous FY prepared and implemented. Example;</p> <p>Report on planning and advocacy meeting held on 10/09/2021 signed by CDO-Water and Activity report on establishment of Water User Committees dated 17/01/2022 in sub counties of Rubindi, Kashare Rubanja and Rwamanyahembe. Issues were on presentation of crosscutting issues and explaining how O&amp;M water and sanitation facilities can be done.</p>

15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p>	<p><b>There is Evidence</b> in form of seven (7) signed Formal Consents, that confirm that all WSS projects are implemented on land where the LG has proof of consent and without any encumbrances.</p> <p>Most of the consents on file were Handwritten and evidenced with the respective LC 1 Chairpersons</p> <p>Hence a Score three (3)</p>	3
15	<p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c. Evidence that E&amp;S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:</p> <p>Score 2, If not score 0</p>	<p>A sample of five (05) FY2021/2022 investments projects in DLG was tested to check for E&amp;S certification of all projects before payment. The following transactions were tested:</p> <p>Construction of 3 units staff house at Nombe P/S – E&amp;S certificate dated 02/06/2022.</p> <p>Construction of 3 units staff house at Rwehe P/S – E&amp;S certificate dated 02/06/2022.</p> <p>Construction of 3 units staff house at Bunenero P/S – E&amp;S certificate dated 02/06/2022.</p> <p>Construction of 3 units staff house at Karuhitsi P/S – E&amp;S certificate dated 19/05/2022.</p> <p>Construction of 3 units staff house at Akashanda P/S – E&amp;S certificate dated 19/05/2022.</p> <p>For all the samples tested, E&amp;S certification was effected in accordance with the requirements.</p>	2



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 evidence in the LG that the CDO and Environment Officers undertook monitoring to ascertain compliance with ESMPs. The reports were monthly example;

Construction of extension of Kibingo Kyandani GFS Scheme. reports prepared on 15/12/2021 ,31/03/2022 and signed by the CDO and environment officer.

Sitting and drilling of 9 boreholes in reports prepared on 30/6/2022 and signed by the CDO and environment officer

Construction of 5 stance VIP Latrine and provision for the people with disabilities. inspection reports prepared on 15/09/2021 and signed by the CDO and environment officer

Mitigation measures implemented for water projects included; proper site clearance, PPEs worn by workers, no complaints registered and debris properly disposed off

**Micro-scale  
Irrigation  
Performance  
Measures**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Local Government Service Delivery Results</b>				

Outcome: The LG has increased acreage of newly irrigated land

Maximum score 4

Maximum 20 points for this performance area

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

**There was evidence that the LG had up-to-date data on irrigated land for the last two FYs (2020/21 and 2021/22).**

- A report of the Office of the Production Officer of Mbarara DLG on “Farmers practicing irrigation for FY 2020/21” prepared by the SAE in a table with column entries of Beneficiary Farmer’s names and Telephone number, Size of acreage, Location (Village, S/C), Type of System, and Type of crops. The Irrigated land is disaggregated into 3 categories: (i) LG Supported through Public-Private Partnership (PPP), also referred to as Beneficiaries of 11 acs; (ii) Farmer developed Irrigation systems (Non-beneficiaries) of 26 acs; and (iii) Government supported through Ministry of Water and Environment (MWE), also categorized as Beneficiaries of 19 acs totaling to the acreage of 56 acres for FY 2020/21; and

- A report of the Office of the Production Officer of Mbarara DLG on “Farmers practicing irrigation for FY 2021/22” prepared by the SAE in a table with column entries of Beneficiary Farmer’s names and Telephone number, Size of acreage, Location (Village, S/C), Type of System, and Type of crops. The Irrigated land is disaggregated into 3 categories: (i) LG Supported through Public-Private Partnership (PPP), also referred to as Beneficiaries of 13 acs; (ii) Farmer developed Irrigation systems (Non-beneficiaries) of 41 acs; and (iii) Government supported through Ministry of Water and Environment (MWE), also categorized as Beneficiaries of 19 acs totaling to the acreage of 73 acres for FY 2021/22

- Therefore, a Score of 2 was entered.

1

2

Outcome: The LG has increased acreage of newly irrigated land

Maximum score 4

Maximum 20 points for this performance area

b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:

- By more than 5% score 2
- Between 1% and 4% score 1
- If no increase score 0

**There was evidence that the LG had increased the acreage of newly irrigated land in the previous FY 2021/22 as compared to FY 2020/21.**

- A report of the Office of the Production Officer of Mbarara DLG on “Farmers practicing irrigation for FY 2020/21” prepared by the SAE indicated a total acreage of 56 acres for FY 2020/21;
- A report of the Office of the Production Officer of Mbarara DLG on “Farmers practicing irrigation for FY 2021/22” prepared by the SAE indicated a total acreage of 73 acres for FY 2021/22;
- The change in the irrigated land for Mbarara DLG from 56 acres in FY 2020/21 to 73 acs in FY 2021/22 was 30.4%, which belongs to the increased category of “By more than 5%”, and a score of 2 was entered.

3

0

Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines

Maximum score 6

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

**There was no evidence that the development component of the micro-scale grant had been used on eligible activities.**

- The micro-scale grant has just been provided in the second quarter of this FY 2022/23.
- Mbarara DLG was not among the first 40 pilot districts that received the MSI grant funds in the last two FYs (FY 2020/21; FY 2021/22), to which this indicator is applicable.
- Therefore, a score of zero (0) was entered.

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>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</p>	<p>The Micro-scale irrigation program is still in initial stages, funds have just been released and approved farmers are not yet selected.</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0</p>	<p><b>There was no evidence of variations in the contract price.</b></p> <ul style="list-style-type: none"> <li>• No contract had yet been signed since the Department had only started the procurement process with the Procurement Unit.</li> <li>• No supplier quote and supplier contracts were seen at the DLG Production Department</li> <li>• Therefore, a score of zero (0) was entered.</li> </ul>	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>d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY</p> <ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 – 99% score 1</li> <li>• Below 80% score 0</li> </ul>	<p><b>There was no evidence that micro-scale irrigation equipment where contracts were signed during the previous FY 2021/22, were installed/completed within that FY.</b></p> <ul style="list-style-type: none"> <li>• There was no contract signed since MSI grant has just been provided in this second quarter of the current FY 2022/23.</li> <li>• There were no supplier contracts, completion certificates and budget performance reports available at the DLG Production Department for review.</li> <li>• This is a case of “Below 80% “, and a score of zero (0) was entered.</li> </ul>	0

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	a) Evidence that the LG has recruited LLG extension workers as per staffing structure	Mbarara DLG has 6 sub-counties and 4 Town Councils. The total number of established positions of extension workers is 48 out of which 19 were filled. 19 out of 48 is equivalent to 39.5% which is below 75% hence a score of 0	0
	Maximum score 6	<ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• If 75 – 99% score 1</li> <li>• If below 75% score 0</li> </ul>		
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF	<p><b>There was no evidence provided since no irrigation equipment had been procured or installed.</b></p> <ul style="list-style-type: none"> <li>• There was no inventory of installed micro-scale irrigation equipment</li> <li>• The sampling of 3 completed microscale irrigation installations was not possible.</li> <li>• Therefore, a score of zero (0) was entered.</li> </ul>	0
	Maximum score 6	<ul style="list-style-type: none"> <li>• If 100% score 2 or else score 0</li> </ul>		
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards	b) Evidence that the installed micro-scale irrigation systems during last FY are functional	<p><b>There was no evidence since there was no installed micro-scale irrigation system in the last FY 2021/22.</b></p> <ul style="list-style-type: none"> <li>• There was no inventory of installed micro-scale irrigation equipment.</li> <li>• No sampling of 3 installed micro-scale irrigation facilities was possible to find out whether they were functional.</li> <li>• Therefore, a score of zero (0) was entered.</li> </ul>	0
	Maximum score 6	<ul style="list-style-type: none"> <li>• If 100% are functional score 2 or else score 0</li> </ul>		

## Performance Reporting and Performance Improvement

5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>There was evidence from the three LLGs visited that information on position of extension workers filled in Mbarara DLG is accurate. For Example; Bubaare Sub-county had two extension workers (Nyangoma Lillian – Agriculture Officer and Mateeka Alice - Animal Husbandry Officer), Bwizibwera Rutooma Town Council had Assistant Agriculture Officer – Kanyandekwe Innocent) and Kagongi sub-county had two extension workers (Rukundo Monica – Animal Husbandry Officer and Muhwezi David – Agriculture Officer</p>	2
5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p>	<p><b>There was no evidence of information on the installed micro-scale irrigation system</b></p> <ul style="list-style-type: none"> <li>• No micro-scale irrigation system was installed in the last FYs as funds had just been received in the Second quarter of the current FY 2022/23.</li> <li>• No checking of functionality was possible.</li> <li>• Therefore, a score of zero (0) is entered.</li> </ul>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>There was no evidence of quarterly collection of newly irrigated land, leave alone the equipment installation and their functionality as well as provision of complementary services. Therefore, a score of zero (0) was entered.</p>	0

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

**There was evidence seen that showed that the LG had entered up-to-date LLG information in the MIS.**

- There was irrigation information seen at the DLG Production Department that included lists of potential beneficiary farmers from the LLGS and their submission letters listed in the MIS.

- Access credentials to MIS by the DLG Agricultural Production Departmental nominated focal staff (SAE & DAO) had been received and login was possible at the time of Assessment, it was confirmed that the LG had entered up-to-date LLG information into the MIS.

- The annual target EOIs for Mbarara DLG is 137, which translates to a minimum target of 35 EOIs per Quarter. The DLG had entered successfully 44 EOIs by the time of the LGPA, implying that it had already met its target EOIs and it can therefore be concluded that the LG had entered up-to-date LLG information into the MIS.

- Therefore, a score of 1 was entered.

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

**There was evidence that the LG had prepared a quarterly report, using information compiled from LLGs in the MIS.**

- MSI Sub-grant Quarter One Report for FY 2022/23, dated 14th/10/2022 by the SAE

- The SAE has the login credentials to the MIS and IrriTrack and some information was entered into the MIS at the time of the Assessment visits. It covered the following topics:

(i) District Profile

(ii) Budget Performance



(iii) Training

(iv) Awareness raising for District Staff (Training of Extension Officers: Total of 15 participants of which 12 are Male and 3 were Female; Awareness raising for District Technical Planning Committee (DTPC): Total of 51 participants of which 42 were Male and 9 were Female)

(v) Awareness raising for Local Leaders (54 in Kagongi S/C, 30 in Kashare S/C, 80 in Bubare S/C, 2 in Nyaisirira TC, 9 in Rwanyamahembe TC)

(vi) Awareness raising for farmers in total of 180 participants of which 59 were Female and 121 were Male.

(vii) Expression of Interests (EOIs): 77 were entered in IrriTrack App of which 44 were successful.

(viii) Preparation for Farm Visits

(ix) Farm Visits

(x) Irrigation Demonstration sites

(xi) Procurement

(xii) Compliance to Environmental and Social safeguards

(xiii) Challenges, Recommendations and Lessons Learnt

(xiv) Appendix including attachments of Pictures:

- Agricultural Officers trained on how to use IrriTrack to record EOIs,
- Chairperson LC5 addressing Political Leaders and Technical Staff after awareness raising event.
- There was Mbarara DLG, Production Department: Activity report for First Quarter of the FY 2022/23 under the District Agricultural Extension Grant (DAEG),

dated 4th/10/2022. In the Activity report, 12 farmers listed below were visited and advised on Soil and water conservation technologies; Water harvesting structures and Irrigation technologies:

(i) Mwebaze Moses Kabunduguza, a farmer in Akashanda in Bukiro S/C who owns 6 acs of Bananas plans to irrigate in addition to 4 acs: was visited on 14th/07/2022

(ii) Bamusiima Didas, a prominent coffee farmer in Kashare S/C was visited on 15th/07/2022

(iii) Merida Mugiri, a farmer in Nyarubungo in Bukiro S/C had a coffee shamba was visited on 22nd/07/2022

(iv) Rutainama Robert, a farmer in Nyarubungo in Bukiro S/C has a demonstration unit for coffee was visited on 26th/07/2022

(v) Twinamatsiko Sslongo, a farmer in Mugarutsya in Bubare S/C had a coffee shamba was visited on 2nd/08/2022

(vi) Rwentanga Farm school, a farmer in Bubare S/C was selected to host the MSI system under UGIFT program was visited on 3rd/08/2022

(vii) Kiisa Benon, a farmer in Bwizibwera in Rutooma TC had a coffee shamba and was visited on 4th/08/2022

(viii) Tumusiime Bonnie, a farmer in Kibingo in Kagongi S/C had a banana shamba that was visited on 25th/08/2022

(ix) Munanukye Venance, a farmer in Kibingo Central in Kagingo S/C is an Irrigation Demonstration host growing Passion fruits was visited on 26th/08/2022

(x) Muhangi Didas, a farmer in Rwanamahembe TC who heads a

farmer group under the Water for Production Program for the Mabira Catchment area, was visited on 21st/09/2022

(xi) Mrs. Bagambe Yorokam, a farmer in Nyabisirira TC had a coffee and banana shamba and was visited on 22nd/09/2022

(xii) Byamugisha Martin, a farmer in Rwempogo in Bubare S/C had a coffee irrigation demonstration, and was visited on 28th/09/2022.

- First Quarterly report was seen at the DLG Production Department for review and a score of 1 was entered.

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

**There was no evidence that the LG developed any approved Performance Improvement Plan for LLGs.**

- LLG performance Assessment started the previous FY 2021/22 and therefore, no performance improvement plans (PIPs) were expected to have been developed and approved in the same year the assessment began.

- It is only after FY 2021/22 that the lowest-performing LLGs will be known and therefore, the PIPs for those lowest-performing LLGs will then be developed and approved in the following FY 2022/23.

- Therefore, as this is applicable in the next assessment for FY 2022/23, a score of zero (0) was entered.

0

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

**There was no evidence that the LG implemented any Performance Improvement Plan for LLGs.**

- LLG performance Assessment started the previous FY 2021/22 and therefore no performance improvement plans (PIPs) were expected to have been developed and approved in the same year the LLGs performance assessment began.

- It is only after FY 2021/22 that the lowest-performing LLGs will be known and therefore, the PIPs for those lowest-performing LLGs will then be developed, approved, and implemented in the following FY 2022/23.

- Therefore, as this is applicable in the next assessment for FY 2022/23, a score of zero (0) was entered.

## Human Resource Management and Development

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 LG had budgeted for extension workers in the current FY 2022/23 as per guidelines/in accordance with the staffing norms.**

According to the LG Approved Annual Work Plan (AWP) and Budget for the Current FY2022/23 for the Production Department, indicated a Total budget of UGX1,551,157,669, broken down as:

- Recurrent Revenues of UGX1,375,155,996

(i) District unconditional Grant -Wage Recurrent of UGX325,898,000;

(ii) District Agricultural Extension Grant - Wage Recurrent of UGX746,409,776;

(iii) District Agricultural Extension Grant (DAEG) of UGX261,091,079;

(iv) Production and Marketing Grant (PMG) of UGX18,127,141;

(v) Locally raised revenue of UGX20,630,000;

(vi) District Unconditional Grant of UGX3,000,000

- Capital Development Revenues of UGX176,001,673

(vii) District Agricultural Extension Grant (DAEG) of UGX33,810,606;

(viii) Production and Marketing Grant (PMG) of UGX24,261,011; and

(ix) Agricultural MSI Grant of UGX117,930,056.

- The Extension workers are budgeted for in terms of their salaries within the District unconditional Grant -Wage Recurrent of UGX325,898,000 and the District Agricultural Extension Grant - Wage Recurrent of UGX746,409,776, equivalent to 69.1% of the Grand Total Resource Envelope.

- Therefore, a score of 1 was entered.

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

**There was evidence that the LG had deployed extension workers as per guidelines.**

The list of Extension workers deployed per Sub- County and their telephone contacts in the staff register as of January 2022 with their deployment was as outlined below:

- Rubindi S/C with an Assistant Agricultural Officer (AAO), and a Veterinary Officer (VO);
- Kagongi S/C with 2 Animal Husbandry Officers (AHOs), and an AAO
- Rubaya S/C with an AHO, and an Agricultural Officer (AO);
- Kashare S/C with an AO, and an Animal Husbandry Principal Officer (AHPO);
- Bukiro S/C with an AO;
- Bubaare S/C with 2 AOs, and an AHO;
- Nyabisirira TC with an AAO;
- Bukiro TC with an AO;
- Bwizibwerara-Rutooma TC with an AO;
- Rwanyamahembe TC with a VO; and
- Rubindi TC with an AO

Therefore, a score of 1 was entered.

7

2

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

b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0

It was evident through review of the staff list and discussion with the officers in the visited sub-county that extension workers were actually working where they had been deployed. For Example; Bubaare Sub-county had two extension workers (Nyangoma Lillian – Agriculture Officer and Mateeka Alice - Animal Husbandry Officer), Bwizibwera Rutooma Town Council had Assistant Agriculture Officer – Kanyandekwe Innocent) and Kagongi sub-county had two extension workers (Rukundo Monica – Animal Husbandry Officer and Muhwezi David – Agriculture Officer

Maximum score 6

7

2

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

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

The names of extension workers in each of the LLGs visited was found displayed on notice boards together with the list of the other staff. For Example; Bubaare Sub-county had two extension workers (Nyangoma Lillian – Agriculture Officer and Mateeka Alice - Animal Husbandry Officer), Bwizibwera Rutooma Town Council had Assistant Agriculture Officer – Kanyandekwe Innocent) and Kagongi sub-county had two extension workers (Rukundo Monica – Animal Husbandry Officer and Muhwezi David – Agriculture Officer

Maximum score 6

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

Maximum score 4

a) Evidence that the District Production Coordinator has:

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

The assessor obtained and reviewed files of 9 extension workers in Mbarara District and found out that most of them were not appraised in the previous FY, two were appraised as per guidelines and two were appraised later than 30th June 2022.

1. Orimwesiga Bernard – Veterinary Officer (Appraisal report for 2021 not on file)

2. Muramuzi Ezra – Agriculture Officer (Appraisal report for 2021 not on file)

3. Tumwesigye Lawrence – Agriculture Officer was appraised by the Senior Assistant Secretary on 4th July 2022

4. Mateeka Alice – Animal Husbandry Officer (Appraisal report for 2021 not on file)

5. Dr Kyabagye – Veterinary Officer (Appraisal report for 2021 not on file)

6. Nyangoma Lilian – Agriculture Officer (Appraisal report for 2021 not on file)

7. Arinaitwe Osbert – Senior Agriculture Engineer was appraised on 8th July 2022

8. Rukundo Monica – Animal Husbandry Officer was appraised on 30th June 2022

9. Muhwezi David – Agriculture Officer was appraised by the Senior Assistant Secretary on 30th June 2022



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>There was evidence in the appraisal reports that corrective actions were agreed on during the performance appraisal process for example:</p> <ol style="list-style-type: none"> <li>1. Tumwesigye Laurence was to undergo training in post harvest handling</li> <li>2. Rukundo Monica – Animal Husbandry Officer was to be trained on assisted reproductive technologies for cattle and pigs</li> <li>3. Muhwezi David – Agriculture Officer was to pursue post graduate diploma in project planning and management</li> </ol>	1
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><b>There was evidence seen to show that training activities were done according to the training plans at the district level.</b></p> <ul style="list-style-type: none"> <li>• The training plans at the district level were seen in the MSI Sub-grant quarter one report for FY 2022/23 by the SAE, dated 14th/10/2022. In the Quarter One report, the following pieces of training were completed by the Production Department staff: <ul style="list-style-type: none"> <li>(i) PAO completed 3 Modules by 8th/08/2022;</li> <li>(ii) AO completed 2 Modules by 5th/08/2022;</li> <li>(iii) AO completed 3 Modules by 3rd/08/2022;</li> <li>(iv) AAO completed 2 Modules by 22nd/07/2022;</li> <li>(v) AAO completed 2 Modules by 22nd/07/2022;</li> <li>(vi) AAO completed 2 Modules by 22nd/07/2022;</li> <li>(vii) AO completed 3 Modules by</li> </ul> </li> </ul>	1

3rd/08/2022;

(viii) AO completed 3 Modules by  
22nd/08/2022;

(ix) AAO completed 2 Modules by  
22nd/07/2022;

(x) AO completed 3 Modules by  
2nd/08/2022;

(xi) AO completed 2 Modules by  
22nd/07/2022;

(xii) AAO completed 3 Modules by  
7th/08/2022;

(xiii) AAO completed 3 Modules by  
25th/07/2022;

(xiv) SAE completed 3 Modules by  
5th/08/2022;

- A score of 1 was therefore entered.

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

Maximum score 4

ii Evidence that training activities were documented in the training database: Score 1 or else 0

**There was evidence of documentation of training activities in the training database.**

- There was an existing training database by the DLG Production Department indicated in the AWP and in the Quarter One Report indicating the Modules that were supposed to be completed by each Staff of the Department.
- On completion of the modules, each staff would then be awarded a Certificate of completion that was documented at the DLG Production Department and was seen during the LG performance assessment.
- The training was also documented in the IrriTrack/MIS.
- Training attendance registers were seen for the training activity done as listed below:
  - (i) Technical training workshop for Agricultural Extension Workers on the implementation of the Micro-irrigation program at the district headquarters, dated 10th/11/2022, attended by 15 participants.
  - (ii) Training of Agricultural Extension workers on the recording of EOIs and use of the IrriTrack Application for Micro-irrigation data collection on 12th/05/2022 attendees of 12 participants.
- The training at the district level was seen in the MSI Sub-grant quarter one report for FY 2022/23 by the SAE, dated 14th/10/2022 with its corresponding attendance lists.
- Therefore, a score of 1 was entered.

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

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

Maximum score 10

a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0

In the FY2022/2023 MDLG Micro-scale irrigation budget, allocation has only made for complementary services including awareness rising of leaders and farmers, establishment of demonstration sites and farm visits.

This should be alright since it is the very first year of operating the program.

Complementary services  
UGX117,930,056 (100%)

Capital development UGX0 (0%)

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

Maximum score 10

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

In MDLG Micro scale irrigation budget of FY2022/2023, the following allocations have been made out of a total budget of UGX117,930,056, broken down into:

Awareness raising for leaders  
UGX17,689,508 (15%)

Awareness raising for farmers  
UGX47,172,022 (40%)

Farm visits UGX17,689,508 (15%)

Demonstration sites UGX35,379,017 (30%)

Micro-scale irrigation budget allocations for FY2022/2023 were made towards complementary services in line with the sector guidelines

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

Maximum score 10

c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0

MDLG Micro scale irrigation budget for FY2022/2023 of UGX117,930,056 is entirely funded by government. There isn't yet a co-funding element.

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>	<p>Farmer co-funding is not yet part of the budget and therefore the co-funding rules do not yet apply.</p>	0
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9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p><b>There was no evidence that the LG had disseminated information on the use of the farmer co-funding.</b></p> <ul style="list-style-type: none"> <li>• The demonstration sites are yet to be established this FY 2022/23 with funding released in this second quarter.</li> <li>• With the Grant funds accessed, the farmers' awareness will be done to disseminate information on use of the farmer co-funding. This activity was being implemented during the time of the LGPA.</li> <li>• Since the activity is not yet done to completion, there were no minutes from meetings between District Production Officer (DPO), District Technical Planning Committee (DTPC) and the LLGs.</li> <li>• Therefore, a score of zero (0) was entered.</li> </ul>	0
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Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines

Maximum score 8

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.)

- If more than 90% of the micro-irrigation equipment monitored: Score 2

- 70-89% monitored score 1

Less than 70%  
score 0

**There was no evidence at all that the DPO monitored on a monthly basis installed micro-scale irrigation equipment.**

- There was no register or inventory of irrigation equipment.

- There was no micro-scale irrigation equipment that had been procured at the time of the LGPA, leave alone being installed.

- There were no monitoring reports for the previous FY as per standard formats.

- This case of zero (0) micro-irrigation equipment monitored, falls in the case of less than 70% and therefore, a score of zero (0) was entered.

Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines

Maximum score 8

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

**There was no evidence that the LG had overseen technical training and support to the Approved Farmer to achieve servicing and maintenance during the warranty period.**

- There was no micro-scale irrigation equipment that had been procured yet at the time of the LGPA.
- Therefore, no equipment had been supplied, installed, and warranted.
- This made the technical training and support irrelevant at that moment.
- There were no field monitoring and supervision reports seen at the DLG Production Department for review, implying that the LG had not yet overseen the technical training and support and therefore, a score of zero (0) was entered.



10	0	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0</p>	<p><b>There was no evidence that the LG had provided any hands-on support to the LLG extension workers within the previous FY 2021/22.</b></p>	<ul style="list-style-type: none"> <li>• It was indicated by the SAE that hands-on support to LLG extension workers will be provided during the implementation of the complementary services, planned to be done by the end of the first year of implementing MSI in Mbarara DLG.</li> <li>• No extension staff from LLGs were interviewed as no three LLGs were sampled and visited during the LGPA since these activities are yet to be implemented.</li> <li>• No supervision reports and minutes of field meetings were available for review of support provision and implementation of complementary services.</li> <li>• Therefore, a score of Zero (0) was entered.</li> </ul>
10	0	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p>	<p>d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0</p>	<p><b>There was no evidence that the LG had established and ran farmer field schools as per guidelines.</b></p>	<ul style="list-style-type: none"> <li>• Micro-scale irrigation demonstration sites, based on which the farmer field schools can be formed, are yet to be established. However, the micro-scale irrigation sites had been identified and the Farmer Field Schools are anticipated to begin in July 2023 as per the program timelines for Phase 2 of the MSI Grant.</li> <li>• There were no reports on farmer field schools available at the DLG Production Department, and a score of zero (0) was entered.</li> </ul>
Maximum score 8	Maximum score 8				

Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.

Maximum score 4

a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0

There was evidence that the LG had conducted activities to mobilize farmers as per guidelines.

- There was a meeting with farmers during Awareness raising with an attendance list of 59 female farmers and 121 male farmers, totaling 180 participants; and Field-based photographs were seen at the end of the Awareness raising report.

- Even though there were no farmer-to-farmer events/exchange visits reported and no demonstration of irrigation technologies to farmers by the suppliers was done.

- Additionally, there was no evidence that a radio talk show had been held to also mobilize the farmers as planned in the AWP. This is expected to be done in the second quarter of FY 2022/23.

- Therefore, since an attendance list for meeting with farmers and field-based photographs were seen at the end of the Awareness raising, a score of 2 was entered.

Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.

Maximum score 4

b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0

**There was evidence that the district had trained staff and political leaders at District and LLG levels.**

- Monitoring report by the SAE to the CAO through the PAO and the DPO, dated 14th/08/2020 for the first quarter of the FY 2020/21 under DAEG: Training of systems operators on the mobile motorized pump, installation, and setting up of sprinkler and sprinkler system testing.

- Technical training workshop for Agricultural Extension workers on Micro-irrigation program implementation held in the district Headquarters, attended by 15 participants on 10th/11/2022.

- Training of Agricultural Extension Workers on the recording of EOIs and use of the IrriTrack application for Microirrigation data collection on 12th/05/2022, with attendees of 12 participants.
- Mbarara DLG, Production Department: Technical backstopping and supervision of Agricultural Extension Staff report to the CAO through the DPO by the SAO, dated 5th/10/2021.
- Mbarara DLG, Production Department: Awareness raising for technical staff, Local leaders, and Partners on the Microirrigation program, dated 30th/11/2022 by the SAE to the DPO.
- Mbarara DLG, Production Department: Technical backstopping and capacity building of Agricultural Officers on the Micro-irrigation program, written by the SAE to the DPO on 14th/05/2022.
- Awareness raising workshop for Local Leaders (DEC, Technical Staff, Stakeholders, and Development Partners) on 25th/11/2022 and was attended by 35 participants.
- Also seen at the DLG PD was Mbarara DLG CAO's Office: Invitation to attend one day stakeholders' meeting about Micro-irrigation program implementation in the district by CAO to district stakeholders with attached lists of attendees, dated 22nd/11/2022.
- A score of 2 was therefore entered.

## Investment Management

12	0	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>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</p>	<p><b>There was no evidence that the LG had an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY 2021/22 as per the format.</b></p> <ul style="list-style-type: none"> <li>• No register or inventory of micro-scale irrigation equipment was availed at the DLG Production Department for review.</li> <li>• Mbarara DLG had just received funds for the MSI grant in this second quarter of the current FY 2022/23, which was already warranted at the time of the LGPA.</li> <li>• No equipment had been supplied to farmers in the previous FY 2021/22.</li> </ul> <p>Therefore, a score of zero (0) was entered.</p>	<p>Maximum score 8</p>
12	2	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</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>	<p>There was evidence that the LG keeps an up-to-date database of applications at the time of the assessment.</p> <ul style="list-style-type: none"> <li>• The database of application of potential beneficiary farmers in terms of hard copy filled-in application Forms was not seen at the DLG Production Department.</li> <li>• However, the database as seen from IrriTrack had 44 EOIs registered which is just above the second Quarter Target of 35 EOIs (expected as <math>\frac{1}{4}</math>)*(Annual Target of 137 EOIs).</li> <li>• Since the MSI grant funds were received in the second quarter of current FY 2022/23 and the target for the DLG was already met by the time of LGPA, then a score of 2 was entered.</li> </ul>	<p>Maximum score 8</p>

12	0	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p>	<p><b>There was no evidence that the district had carried out farm visits to farmers that submitted complete Expressions of Interest (EOI).</b></p> <ul style="list-style-type: none"> <li>• 44 EOIs of farmers had been registered in the IrriTrack App, including the 2 demonstration sites.</li> <li>• However, most of the farmers with completed EOIs are yet to be visited and no Farm Visit reports were available at the DLG Production Department except the Farm Visit reports for the 2 demonstration sites. The farm visits to those other farmers are to be conducted within this second quarter of the FY 2022/23.</li> <li>• Therefore, a score of zero (0) was entered.</li> </ul>
12	0	<p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p>	<p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p>	<p>The micro-irrigation programme had just started in the district with sensitization of leaders, staff and community members. Eligible farmers to benefit from the programme had not yet been selected hence the Senior Agriculture Engineer had not yet publicized them on notice boards</p>

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>	<p>According to the approved DLG procurement plan obtained from PDU for the current FY2022/2023, the supply of micro-scale irrigation equipment was incorporated in the consolidated document as item No.9 on page 9 under production department at a budget of UGX 35,379,016.</p>	1
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>	<p>The DLG had not undertaken any procurement for the micro scale-irrigation equipments by the time assessment.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p>	<p>The DLG had not undertaken any procurement for the micro scale-irrigation equipments by the time assessment.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p>	<p>The DLG did not undertake any procurement for the micro scale-irrigation systems during last FY2021/2022.</p>	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	The DLG had not undertaken any procurement for the micro scale-irrigation equipments by the time assessment.	0
	Maximum score 18			
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	<b>There was no evidence that the micro-scale irrigation equipment installed was in line with the design output sheet.</b>	0
	Maximum score 18		<ul style="list-style-type: none"> <li>• There was no micro-scale equipment installed at all.</li> <li>• There was no possibility of checking the installed and the output sheet since no micro-scale irrigation equipment was ever installed.</li> <li>• A Score of zero (0) was entered.</li> </ul>	
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	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	<b>There was no evidence that the LG had conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers.</b>	0
	Maximum score 18		<ul style="list-style-type: none"> <li>• There were no MSI projects implemented yet by the time of the LGPA visits.</li> <li>• Therefore, no supervision reports and site books were availed at the DLG Department for review.</li> <li>• Sampling of three sites to visit and review site books to verify, was not possible</li> <li>• Therefore, a score of zero (0) was entered.</li> </ul>	

13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>h) Evidence that the LG has overseen the irrigation equipment supplier during:</p> <p style="padding-left: 20px;">i. Testing the functionality of the installed equipment: Score 1 or else 0</p>	<p><b>There was no evidence that the LG had overseen the irrigation equipment supplier during testing the functionality of the installed equipment.</b></p> <ul style="list-style-type: none"> <li>• There was no irrigation equipment supplied yet as the micro-scale irrigation grant funds had just been received at the time of carrying out the LGPA.</li> <li>• Therefore, there has been no irrigation equipment installed and hence no testing was conducted on functionality.</li> <li>• A score of zero (0) was entered.</li> </ul>	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>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</p>	<p><b>There was no evidence that the LG had overseen the irrigation equipment supplier hand-over of the equipment to the Approved Farmer.</b></p> <ul style="list-style-type: none"> <li>• There was no irrigation equipment supplied yet since the micro-scale irrigation grant funds had just been received at the time of carrying out the LGPA.</li> <li>• There were no approved farmers since the co-funding approach has not yet been introduced, though some EOIs have been made by the farmers.</li> <li>• There was no irrigation equipment delivered and hence no equipment was ever handed over to the approved farmer. A score of zero (0) was entered.</li> </ul>	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>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</p>	<p>The Micro-scale irrigation program is still in initial stages, funds have just been released and no program related payments have yet been made.</p>	0
13	<p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p>	<p>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</p>	<p>The DLG did not undertake any procurement for the micro scale-irrigation systems during last FY2021/2022.</p>	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 evidence that the LG had displayed details of the nature and avenues to address grievances prominently in multiple public areas.</p> <ul style="list-style-type: none"> <li>• There was a display of details of the nature and avenues as displayed on the Mbarara DLG Production Department Notice Board with the heading "Mbarara DLG Grievance and Redress Structure for UGIFT MSI Program" The display is in a form of a Flow Chart that has Complaints from Farmers and Suppliers at the bottom that can be taken to the S/C GRC Grievance Registration Desk that would forward it to the S/C GRC that sits and discuss the raised complaints. This will then be determined if resolved then a complaint resolution acknowledgment and consent are made. If not resolved, it is then forwarded to the District GRC which records, sits, and discusses the raised complaints. If resolved, then a</li> </ul>	2
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complaint resolution  
acknowledgment and consent are  
made, otherwise, it is forwarded to  
MAAIF for final resolution and then a  
complaint resolution  
acknowledgment and consent is  
made and feedback sent accordingly.

- On the District Notice Board was displayed another form of Flow Chart as New with the heading caption “Procedure for handling Grievances in Mbarara District” It starts with complaints being received in the CAO’s Office or the Officer in Charge. If the complaint can easily be handled, it is forwarded to the responsible Officer, if not they are forwarded to the Grievance Handling Committee (GHC). Upon receiving the unresolved complaint, the committee sits within 3 working days and discusses the issues. The discussion by the committee is then forwarded to CAO’s Office for action. Upon receiving the committee informs the complainants of the discussion by the committee and action to be taken. Finally, the CAO then takes action.

- On another District Notice Board was displayed with a message as New and wordings of “For any complaint call: 0772694572/0701304430 or visit Principal Assistant Secretary’s (PAS’s) Office

- Therefore, a score of 2 was entered.

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>The LG did not implement micro-scale irrigation projects for the previous year</p>	<b>0</b>
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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>The LG did not implement micro-scale irrigation projects for the previous year</p>	<b>0</b>
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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>The LG did not implement micro-scale irrigation projects for the previous year</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>The LG did not implement micro-scale irrigation projects for the previous year</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><b>There was evidence that the LGs had disseminated Micro-irrigation guidelines to provide for proper siting, land access, proper use of agrochemicals, and safe disposal of chemical waste containers.</b></p> <ul style="list-style-type: none"> <li>• The following MOUs were provided and reviewed at the LG Production Department</li> <li>(i) UGIFT MSI Demonstration site establishment MOU drafted on 25th/05/2022 between Rev. Stephen Turyasingura of Rutooma Parish Farm found in Rutooma Cell, Rutooma Ward in Bwizibwera-Rutooma TC as the Beneficiary/Host farmer and Mbarara DLG regarding the Procurement, Installation, and Commissioning of an Irrigation</li> </ul>	2
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Demonstration facility comprising of Drip, Sprinkler, and Drag hose systems by the district to a tune of UGX24,984,624 from the GOU under the UGIFT MSI program for FY 2022/23, as seen from the BOQs generated for 1 ac with young Coffee and a reliable water source at 480m, though the total acreage under production was 72 acs. In addition, a tank of 5000 L was to be installed on a stand of at least 2 m from the ground. The MOU was signed by the CAO and the Host Farmer on 1st/06/2022 and witnessed by the SAE, the DAO (Focal Person), and the DPO

(ii) UGIFT MSI Demonstration site establishment MOU signed on 27th/05/2022 between Rwentanga Farm/Institution as the Host Farm Institution found in Bubare 1 village, Rurenshanku Parish in Bushare S/C and Mbarara DLG regarding the Procurement, Installation, and Commissioning of an Irrigation Demonstration facility comprising of Drip, Sprinkler, and Drag hose systems by the district to a tune of UGX24,957,700 from the GOU under the UGIFT MSI program for FY 2022/23, as seen from the BOQs generated for 1.2 acs with Pineapples and Bananas with a reliable water source at 320m, though the total acreage under production was 8 acs. In addition, a tank of 5000 L was to be installed on a stand of at least 2 m from the ground. The MOU was signed by the Principal and the CAO Witnessed by the Deputy Principal, the DPO, the DAO, and the SAE. Also seen at the DLG Production Department was the “Ankole Diocese Church of Uganda Consent of land ownership at Rwentanga Farm Institute written to the MAAIF PS”, dated 9th/05/2019.

- The DLG had a pdf and a hard copy of the sector guidelines on MSI that were disseminated and also displayed also at the Production

Department and one of the District Notice boards.

- The SAE provided the Farm Visit Reports that were submitted to MAAIF for the two demonstration sites as seen in the document accompanying the Office of the CAO Mbarara DLG by the CAO to the MAAIF PS, dated 26th/05/2022 on the Subject “Nomination of UGIFT MSI Focal Persons, IrriTrack users and Demonstration Concept Notes (Farm Visits) for the implementation of MSI program” The Farm Visits to the Demonstration sites were made by the SAE, DAO, SAO and the Environmental Officers on 24th/05/2022.

- Also seen at the DLG Production Department was an Email to UgIFT by the SAE on the subject of “Submission of Irrigation Demonstration Sites and Water Resources assessment to UgIFT”, dated 26th/05/2022 with a pdf file attachment of the Farm Visit reports for the 2 demonstration sites.

- The dissemination of the other guidelines on the proper use of agrochemicals and safe disposal of chemical waste containers was already done under the PMG funds the Production Department receives annually.

- Therefore, a score of 2 was entered.

15	Safeguards in the delivery of investments  Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.  i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	The LG did not implement micro-scale irrigation projects for the previous year	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	The LG did not implement micro-scale irrigation projects for the previous year	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	The LG did not implement micro-scale irrigation projects for the previous year	0

15	Safeguards in the delivery of investments	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	The LG did not implement micro-scale irrigation projects for the previous year
	Maximum score 6	score 1 or else 0	



**Micro-scale Irrigation  
Minimum Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p>	<p>If the LG has recruited;</p> <p>a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p>	<p>The position of Senior Agriculture Engineer was substantively filled. Arinaitwe Osbert was appointed on probation as Senior Agriculture Engineer under DSC minute no. 39/03/2020 (a)</p>	<b>70</b>
<b>Environment and Social Requirements</b>				
2	<p>New_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><i>Maximum score is 30</i></p>	<p>If the LG:</p> <p>Carried out Environmental, Social and Climate Change screening</p> <p><i>score 30 or else 0.</i></p>	<p>There were no projects for Micro-scale Irrigation for the previous year in the LG</p>	<b>0</b>

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	The position of Civil Engineer (Water) was substantively filled. Mucunguzi Joseph was appointed on promotion as Civil Engineer (Water) under DSC minute no. 23/02/2020 (q) (1)	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The position of Assistant Water Officer for mobilization was filled. Joab Abaho was assigned duties as CDO in charge of water by the CAO on 17th August 2021	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The position of Borehole Technician was substantively filled. Kashaija Kenneth was retained in service during rationalization of local Government Service as pump attendant under DSC minute no. 142/11/2005 (2) (a)	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The position of Natural Resources Officer is not in the customized structure of Mbarara District Local Government that was approved by the Permanent Secretary MoPS on 1st March 2021	0

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	The position of Environment Officer was substantively filled. Mwesigye Joseph was appointed on probation as Environment Officer under DSC minute no. 23/02/2020 (a) (1)	<b>10</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions.  <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	The position of Forestry Officer was substantively filled. Ainembabazi Joses was appointed on probation as Forestry Officer under DSC minute no. 45/05/2019 (n) (1)	<b>10</b>

**Environment and Social Requirements**

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

If the LG:

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

There was evidence that the LG carried out Environmental and Social and Climate Change Screening Forms for water projects for the previous FY examples include;

- Construction and extension of Kibingo Kyandahi Gravity Flow Scheme (GFS) Phase IV (Ref No Mbar/537/Wrks/2021-2022/00005). Contractor M/s Daikam Technologies Ltd contract amount at 149,647,600. The screening forms were signed by the Environment officer and CDO on 18/10/2021
- Drilling and installation of 9 Boreholes No Ref No Mbar/537/Wrks/2021-2022/00004). Contractor M/s KLR Uganda Ltd Contract amount at 269,542,680UGX. The screening forms were signed by the Environment officer and CDO on 19/11/2021,30/10/2021
- Construction of five stance lined VIP latrine and provision for the people with disability at Akarungo Trading centre Ref No Mbar/537/Wrks/2021-2022/00002). Contractor M/s Legitimate Engineering services Co Ltd Contract amount at 34,336,820UGX. The screening forms were signed by the Environment officer and CDO on 20/7/2021

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

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

There was evidence that the LG carried Environment and Social Impact Assessments (ESIAs/ ESMPs) and screening of the water projects and mitigation measures highlighted. The projects required ESMPs for Construction and extension of Kibingo Kyandahi Gravity Flow Scheme (GFS) Phase IV and Construction of five stance lined VIP latrine and provision for the people with disability at Akarungo Trading centre Ref No Mbar/537/Wrks/2021-2022/00002). ESMPs costed at 100,000 UGX for health and safety issues signed by DWO

Mitigation measures included; workers wearing PPE for safety, and working hours to daytime.

Mitigation plans were implemented and monitored through reports dated 15/09/2021 signed by Environment officer and CDO

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.

The DWO acknowledged the need of Abstraction permits but confided to me that they were yet to receive them from the contractors. Hence a score of Zero (0)

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.	The position of District Health Officer was substantively filled. Dr. Ssebutinde Peter was appointed on accelerated promotion to position of District Health Officer under DSC minute no. 69/10/2019 (a)	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0	The position of Assistant District Health Officer (Maternal, Child Health and Nursing) was substantively filled. Nshabohurira Agatha was appointed on probation as ADHO (MCH) under DSC minute no. 48/03/2014 (i)	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  <i>Applicable to Districts only.</i>  <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	The position of Assistant District Health Officer (Environmental Health) was substantively filled. Tugume Erastus was appointed on promotion and transfer of Service from Kitagwenda DLG as ADHO (Environment Health) under DSC minute no. 144/12/2021 (a) (vii) (1)	10

1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.</p>	<p>Mbarara District had two substantively appointed Principal Health Inspectors:</p> <ol style="list-style-type: none"> <li>1. Omia Santos was appointed on accelerated promotion as Principal Health Inspector under DSC minute no. 39/03/2020 (g)</li> <li>2. Mbirabiremu Venansio was appointed on promotion as Principal Health Inspector under DSC minute no. 39/03/2020 (g)</li> </ol>	<b>10</b>
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>e. Senior Health Educator, score 10 or else 0.</p>	<p>The position of Senior Health Educator was substantively filled. Kamugisha Frederick was appointed on probation as Senior Health Educator under DSC minute no. 32/04/2019 (a) (vi) (1)</p>	<b>10</b>
1	<p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>f. Biostatistician, score 10 or 0.</p>	<p>The position of Biostatistician was substantively filled. Ayebare Sylvia was appointed on probation as Biostatistician under DSC minute no. 97/03/2010 (ii) (6)</p>	<b>10</b>



- 1  
New\_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.  
*Applicable to Districts only.*  
*Maximum score is 70*
- g. District Cold Chain Technician, score 10 or else 0. The position of District Cold Chain Technician was substantively filled. Oyesigye Liberty was appointed on promotion as Cold Chain Technician under DSC minute no. 115/06/2021 (d)
- 1  
New\_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  
*Applicable to MCs only.*  
*Maximum score is 70*
- h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.
- 1  
New\_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  
*Applicable to MCs only.*  
*Maximum score is 70*
- i. Principal Health Inspector, score 20 or else 0.
- 1  
New\_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions.  
*Applicable to MCs only.*  
*Maximum score is 70*
- j. Health Educator, score 20 or else 0

## Environment and Social Requirements

2	<p>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)</p> <p>Maximum score is 30</p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was evidence that the LG carried out Environmental, Social and Climate Change screening Forms for Health projects for the previous FY at the time of assessment. Examples include;</p> <p>Construction of OPD Building, five stance VIP latrine and Placenta Pit at Kashare HC III in Kashare SC (Ref No Mbar/537/wrks/2021-2022/00008 Contractor M/s Cream general and Technical services Ltd Contract amount 325,912,914 UGX.. Screening was done on 3/8/2021 by the Environment officer and CDO</p>	15
2	<p>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)</p> <p>Maximum score is 30</p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>There was evidence that the LG carried out ESIAs/ESMP's and costed ESMPs for health projects for the previous year, these include;</p> <p>Construction of OPD Building, five stance VIP latrine and Placenta Pit at Kashare HC III in Kashare SC (Ref No Mbar/537/wrks/2021-2022/00008 Contractor M/s Cream general and Technical services Ltd Contract amount 325,912,914 UGX.</p> <p>ESMP prepared and costed at 200,000UGX for waste management measures and 100,000UGX for health and safety of workers done on 3/8/2021 by the Environment officer and CDO</p>	15

**Education Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
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**Human Resource Management and Development**

1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The position of District Education Officer was substantively filled. Ahimbisibwe Gabriel Kyabaiza was appointed on promotion as District Education Officer under DSC minute no. 179/9/2013	30
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*The Maximum Score of 70*

1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.	b) All District/Municipal Inspector of Schools, score 40 or else 0.	All the positions of Inspectors of Schools in Mbarara DLG were filled:  1. Muhwezi Deo was appointed on attainment of higher qualification as Inspector of Schools under DSC minute no. 23/02/2020 (b) (I)  2. Ayebazibwe Kellen was appointed on promotion as Senior Inspector of Schools under DSC minute no. 42/03/2014 (vii) (1)	40
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*The Maximum Score of 70*

**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 were Environmental and Social and Climate Change Screening Forms for Education project(s) for the previous FY. example include;

- Construction of staff house at Mishenyi PS and Construction of a two-classroom block at Kamyenge PS in Rwamahembe TC (Ref No Mbar/527/wrks/2021-2022/00012). Contractor; M/S Epic fine services and contractors Ltd Contract Amount 140,904,980 UGX. Screening forms were signed by the Environment officer and CDO on 10/8/2021
- Construction of 3-unit staff house at Akasahanda PS in Bukiuro SC and Construction of 3-unit staff house at Karuhitsi PS in Rubindi SC (Ref No Mbar/527/wrks/2021-2022/00015). Contractor; M/S Frambo general services Contract Amount 121,784,000 UGX. Screening forms were signed by the Environment officer and CDO on 21/11/2021
- Construction of a two-classroom block at Rukanja PS in Rubindi SC and Construction of 3-unit staff house at Rwamuhigi PS in Rubindi SC (Ref No Mbar/527/wrks/2021-2022/00009). Contractor; M/S Arthur Technical services SMC Ltd. Contract Amount 145,013,622 UGX. Screening forms were signed by the Environment officer and CDO on 14/8/2021

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

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

There was evidence that the LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) for education projects. The projects required an ESMP. The projects include;

- Construction of staff house at Mishenyi PS and Construction of a two-classroom block at Kamyenge PS in Rwamahembe TC (Ref No Mbar/527/wrks/2021-2022/00012). ESMPs were prepared and costed at 200,000 UGX by Environment officer and CDO
- Construction of 3-unit staff house at Akasahanda PS in Bukiiro SC and Construction of 3-unit staff house at Karuhitsi PS in Rubindi SC (Ref No Mbar/527/wrks/2021-2022/00015). ESMPs were prepared and costed at 200,000UGX by Environment officer and CDO
- Construction of a two-classroom block at Rukanja PS in Rubindi SC and Construction of 3-unit staff house at Rwamuhigi PS in Rubindi SC (Ref No Mbar/527/wrks/2021-2022/00009). ESMPs were prepared and costed at 200,000 UGX for construction activities by Environment officer and CDO

The Maximum score is 30

**Crosscutting Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place 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 position of Chief Finance Officer was substantively filled. Julius Muganzi was appointed on transfer of service from Rubirizi District to Mbarara District as CFO under DSC minute no. 48/06/2018 (a)	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	The position of District Planner was substantively filled. Tusimereyo Johnson was appointed on promotion to the position of District Planner under DSC minute no. 43/05/2018 (a) (iv)	3
1	New_Evidence that the LG has recruited or the seconded staff is in place 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 position of District Engineer was substantively filled. Mwebaze Emmanuel was appointed on transfer from Ministry Of Local Government and promotion as District Engineer under DSC minute no. 15/02/2018 (a) (i)	3

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0</p>	<p>The position of District Natural Resources Officer was vacant and there was no evidence of any seconded staff from Central Government. Niwagabe Sancho David who was appointed substantively as a Senior Environment Officer is acting in the position.</p>	0
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>e. District Production Officer/Senior Veterinary Officer, score 3 or else 0</p>	<p>The position of District Production Officer was substantively filled. Tumwesigye Robert was appointed on promotion as District Production Officer under DSC minute no. 156/01/2022 (b)</p>	3
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>f. District Community Development Officer/Principal CDO, score 3 or else 0</p>	<p>The position of District Community Development Officer was vacant and there was no evidence of any seconded staff from Central Government. Byaruhanga Arthur who was substantively appointed as Principal Community Development Officer under DSC minute no. 110/05/2021 (a) was acting in the position</p>	0
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0</p>	<p>The position of District Commercial Officer was substantively filled. Nkwatsiibwe Adams Bwiso was appointed on transfer of service from Rukungiri District Local Government as District Commercial Officer under DSC minute no. 179/06/2022 (b) (1)</p>	3

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.</p>	<p>The position of Senior Procurement Officer was substantively filled. Mwijae Dinah was appointed on promotion was Senior Procurement Officer under DSC minute no. 52/04/2014 (xi)</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0</p>	<p>The position of Procurement Officer was substantively filled. Muhanguzi Anthony was appointed on probation as Procurement Officer under DSC minute no. 39/3/2020 (d)</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>i. Principal Human Resource Officer, score 2 or else 0</p>	<p>The position of Principal Human Resource Officer was substantively filled. Kagaba Allan Rukira was appointed on promotion as Principal Human Resource Officer under DSC minute no. 49/10/2017 (a) (ii)</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>j. A Senior Environment Officer, score 2 or else 0</p>	<p>The position of Senior Environment Officer was substantively filled. Niwagaba Sancho David was appointed on probation as Senior Environment Officer under DSC minute no. 22/04/2017 (a)</p>	2



1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>k. Senior Land Management Officer /Physical Planner, score 2 or else 0</p>	<p>The position of Senior Land Management Officer was substantively filled. Nayebare Godlive was appointed on promotion as Senior Land Management Officer under DSC minute no. 30/5/2011 (i)</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>l. A Senior Accountant, score 2 or else 0</p>	<p>The position of Senior Accountant was substantively filled. Kamugisha Daniel was appointed on promotion as Senior Accountant under DSC minute no. 23/02/2020 (m) (1)</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p>The position of Principal Internal Auditor was vacant and there was no evidence of any seconded staff from Central Government. Ashaba Aheebwa who was appointed on promotion and transfer of service from Ibanda DLG to Mbarara DLG under DSC minute no.58/04/2014 (i) as Senior Internal Auditor was acting in the position</p>	0
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p>The position of Principal Human Resource Officer (Secretary to DSC) was substantively filled. Karuhanga Rosalia was appointed as Principal Human Resource Officer under DSC minute no. 115/06/2021 (b)</p>	2
2	<p>New_Evidence that the LG has recruited or the seconded staff</p>	<p>a. Senior Assistant Secretary (Sub-</p>	<p>Mbarara DLG had not filled all the positions of Senior</p>	0

is in place for all essential positions in every LLG

Maximum score is 15

Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).

Assistant Secretaries and Town Clerks for all its LLGs. Mbarara DLG has 6 sub-counties and 4 Town Councils. At the time of the assessment the district had only 3 out of the 6 positions of Senior Assistant Secretaries and 3 out of 3 positions of Town Clerks substantively filled.

Senior Assistant Town Clerks:

1. Tubebamire Edith was appointed on transfer within service from SAS to Senior Assistant Town Clerk under DSC minute no. 39/03/2020 (e)

2. Mutatiina Alex was appointed on promotion and transfer within service from SAS to Senior Assistant Town Clerk under DSC minute no. 7/09/2020 (g) (1)

3. Mugumya Nelson was appointed on transfer within service from SAS to Senior Assistant Town Clerk under DSC minute no. 39/3/2020 (e)

Senior Assistant Secretaries

1. Turiyetu Baker Julius was appointed on promotion and transfer of service from Kabale District Local Government as Senior Assistant Secretary under DSC minute no. 87/12/2019 (d) (1)

2. Bakashaba Innocent was appointed on probation as Senior Assistant Secretary under DSC minute no. 87/12/2019 (d) (2)

3. Mafundo Gordon was appointed on probation as Senior Assistant Secretary under DSC minute no.

2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>b. A Community Development Officer / Senior CDO in case of Town Councils, in all LLGS, score 5 or else 0.</p>	<p>By the time of the assessment Mbarara DLG had substantively appointed staff to 5 out of 6 positions of Community Development Officers and 1 out of 4 positions of Senior Community Development Officers</p> <p>Community Development Officers</p> <ol style="list-style-type: none"> <li>1. Tumwine Arthur was appointed on promotion as CDO under DSC minute no. 115/06/2021 (e)</li> <li>2. Ssekade Vicent was appointed as CDO under DSC minute no. 88/03/2021 (ii) (1)</li> <li>3. Musinguzi Onesmus was appointed on attainment of higher qualification as CDO under DSC minute no. 144/12/2021 (a) (iii) (1)</li> <li>4. Byarugaba Julius was appointed on attainment of higher qualification as CDO under DSC minute no. 179/06/2022 (i) (1)</li> <li>5. Tumwine B Lauben was appointed as CDO under DSC minute no. 88/2021 (ii) (2)</li> </ol> <p>Senior Community Development Officer</p> <ol style="list-style-type: none"> <li>1. Otuunga Francis was appointed on promotion as SCDO under DSC minute no. 88/03/2021 (ii) (2)</li> </ol>	0
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential</p>	<p>c. A Senior Accounts Assistant /an Accounts</p>	<p>Mbarara DLG had substantively filled 7 out of 10 positions of Senior Accounts</p>	0

positions in every LLG

Maximum score is 15

Assistant in all LLGS, score 5 or else 0.

Assistants and Accounts Assistants

1. Tumwesigye Grace was appointed as Senior Accounts Assistant under DSC minute no. 39/03/2020 (j) (I)

2. Muhwezi Saverino Jhed as appointed on promotion on attainment of higher qualification as Senior Accounts Assistant under DSC minute no. 45/05/2019 (i) (1)

3. Arinaitwe Kenneth was appointed as Senior Accounts Assistant and re-designated from Senior Accounts Assistant to Senior Assistant Accountant under DSC minute no. 82/01/2021 (iii) (e) (6)

4. Mugisha Deus was re-designated from Senior Accounts Assistant to Senior Assistant Accountant under DSC minute no. 82/01/2021 (iii) (e) (3)

5. Kamatara Naome was re-designated from Senior Accounts Assistant to Senior Assistant Accountant under DSC minute no. 82/01/2021 (iii) (e) (1)

6. Tweheyo Ferdinando was appointed as Senior Assistant Accountant under DSC minute no. 88/03/2021 (ii) (b)

7. Birungi Assumpta Bright was appointed on transfer of service from Isingiro DLG to Mbarara DLG under DSC minute no. 62/09/2020 (ii) (2)

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>For MDLG Natural Resources what was budgeted for FY2021/2022 was UGX352,050,347 and what was warranted was UGX328,473,499. What was spent according to the report of the year ended 30 June 2022 was UGX208,297,918. The ratio of the budget to the warranted funds was 93.3%, which was below 100%.</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>For MDLG Community Based Services what was budgeted for FY2021/2022 was UGX523,786,850 and what was warranted was UGX481,598,325. What was spent according to the report of the year ended 30 June 2022 was UGX455,848,345. The ratio of the budget to the warranted funds was 91.9%, which was less than 100%.</p>	0

4

4

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

Maximum score is 12

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

score 4 or else 0

There was evidence that the LG carried out Environmental, Social and Climate Change screening for DDEG Projects. These were some of the project(s);

- Construction of roadside market at Kyakabani, Ntura Parish, Kagongi SC. (Ref No Mbar/537/wrks/2021-2022/00018). There were 2 contracts i.e. Contractor M/s Upstream Partner Engineering (U) Ltd. Contract amount 25,101,000UGX and 42,153,500UGX. Screening form was prepared and signed by the Environment officer and CDO on 10/9/2021

4

4

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

Maximum score is 12

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

score 4 or 0

There was evidence that the LG carried out Environment and Social Impact Assessments (ESIAs/ESMPs) prior to commencement of civil works for project(s) implemented using the Discretionary Development Equalization Grant (DDEG).

- Construction of roadside market at Kyakabani, Ntura Parish, Kagongi SC. Ref No Mbar/537/wrks/2021-2022/00018. Contractor M/s Upstream Partner Engineering (U) Ltd. Contract amount 25,101,000UGX ESMP was prepared by Environment officer and CDO on 10/9/2021

4	<p>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.</p> <p>Maximum score is 12</p>	<p>c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);;</p> <p>score 4 or 0</p>	<p>There was evidence that the LG costed ESMPs for one project(s) implemented using the Discretionary Development Equalization Grant (DDEG).</p> <ul style="list-style-type: none"> <li>• Construction of roadside market at Kyakabani, Ntura Parish, Kagongi SC. Ref No Mbar537/wrks/2021-2022/00018. Contractor M/s Upstream Partner Engineering (U) Ltd. Contract amount 25,101,000UGX. ESMP was prepared and costed at 300,000UGX for construction activities by Environment officer and CDO</li> </ul>	4
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**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>According to the OAG audit report for FY2021/2022, Mbarara DLG had an unqualified audit opinion on its FY2021/2022 financial reports.</p>	10
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6	10	<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>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>As per the submissions at the IAG office and the records at Mbarara DLG, a report on the implementation status of IAG and AG recommendations for FY2020/2021 was submitted to the office of the Internal Auditor General on 12/01/2022. The report contained actions taken on 12 IAG and 6 AG recommendations.</p>
		<p>maximum score is 10</p>	<p>score 10 or else 0.</p>	<p>The submission to the IAG was made before the February end deadline.</p>
7	4	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p>	<p>According to the MoFPED inventory of submissions and records at the DLG, Mbarara DLG Performance Contract for FY 2022/2023, signed by the Accounting Officer (CAO) was submitted on 22/07/2022. This was before the mandatory August 31st deadline.</p>
		<p>Maximum Score 4</p>	<p>score 4 or else 0.</p>	
8	4	<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>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>According to the MoFPED inventory of submissions and records at the DLG, Mbarara DLG Annual Performance Report for FY 2021/2022, signed by the Accounting Officer (CAO) was submitted on 30/08/2022. This was before the August 31st deadline.</p>
		<p>maximum score 4 or else 0</p>	<p>score 4 or else 0.</p>	



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

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.

According to the MoFPED inventory of submissions and records at the DLG, Mbarara DLG Quarterly Performance Reports for FY 2021/2022, signed by the Accounting Officer (CAO) were submitted as follows:

Quarter 1 report on 29/10/2021

Quarter 2 report on 04/02/2022

Quarter 3 report on 18/05/2022

Quarter 4 report on 30/08/2022

All the four quarterly reports were submitted before the mandatory August 31 deadline.