



Local Government Performance Assessment

Kapelebyong District

(Vote Code: 627)

Assessment	Scores
Accountability Requirements	83%
Crosscutting Performance Measures	55%
Educational Performance Measures	68%
Health Performance Measures	68%
Water Performance Measures	63%
Crosscutting Minimum Conditions	0%
Education Minimum Conditions	0%
Health Minimum Conditions	0%
Water Minimum Conditions	0%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>The LG submitted an Annual Performance Contract on through an unreferenced letter dated 4th July, 2019 and was received by MoFPE on the same date</p> <p>The submission was made on time</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>Kapelebyong District LG submitted a Budget for the forthcoming FY (2019/2020) on 17th July 2019 (unreferenced) and received by MoFPED on same day.</p> <p>The Budget did not contain a LG Procurement Plan for FY 2019/2020. The Procurement Plan was submitted to the Executive Director, PPDA as a stand-alone document on 9th September, 2019 and received by PPDA on 11th September, 2019.</p> <p>submission of the Budget was before 31st August, 2019, a date within the timeframe as per the addendum to the LGAM.</p>	
Reporting: submission of annual and quarterly budget performance reports			

LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)

From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:

- If LG submitted report to MoFPED in time, then it is compliant
- If LG submitted late or did not submit, then it is not compliant

The District LG submitted the Annual Performance Report for the previous FY 2018/2019 on 31st July, 2019 (unreferenced) and Acknowledged receipt by MoFPED on same date. The District was compliant with the LG Budget Preparation Guidelines and PFMA Act, 2015.

Yes

LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).

From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:

- If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available).

- If LG submitted late or did not submit at all, then it is not compliant.

Submission of the quarterly budget performance reports during FY 2018/2019:

Quarter	Submission Date	Reference	Acknowledgement Date
Quarter 01	-	-	-
Quarter 02	-	-	-
Quarter 03	-	-	-
Quarter 04	31/07/2019	Not referenced	Submitted online

Evidence for production and submission of quarterly budget performance reports for 1st, 2nd and 3rd quarters was not available. However, report for the 4th quarter was produced and submitted within the timeframe of 31st July, 2019 as per the PFMA, 2015

Yes

Audit

The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.

From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",

Check:

- If LG submitted a 'Response' (and provide details), then it is compliant
- If LG did not submit a 'response', then it is non-compliant
- If there is a response for all –LG is compliant
- If there are partial or not all issues responded to – LG is not compliant.

(A) Internal Auditor General FY 2017/2018

Total number of queries raised
Total number of queries cleared
Total number of queries pending

(B) Office of the Auditor General FY 2017/2018

Total number of queries raised
Total number of queries cleared
Total number of queries pending

Kapelebyong District became operational on 1st July, 2018 and for this reason during FY 2017/2018 it was not in existence. For this matter therefore compliance of the accountability requirement could not be established.

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

The Auditor General's Opinion on the Financial statements of Kapelebyong DLG for the Financial Year ended 30th June, 2019 was Unqualified.

No

Yes

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>The Physical Planning Committee for Kapelebyong District was in existence and was composed of the following eleven (11) members</p> <p>Appointment date : 9th / 09/2019</p> <p>Ref Office of the CAO</p> <ol style="list-style-type: none"> 1.Ebulu David Chairperson 9th / 09/2019 2.Angullo Johnson Secretary 9th / 09/2019 3.Olule Charles member 9th / 09/2019 4.Odima Isaac member 9th / 09/2019 5.Ejet John William member 9th / 09/2019 6.Apio Jesca member 9th / 09/2019 7.Imalingat Stella member 9th / 09/2019 8.Okao James Brown member 9th / 09/2019 9.Egelu Paul member 9th / 09/2019 10.Okare Olaki Samson member 9th / 09/2019 11.Apio Egau member 9th / 09/2019 	1
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>No sets of minutes of the Physical Planning Committee submitted to were submitted as of FY 2018/19</p>	0

All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans

• All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0

There was no physical Development plan

Maximum 4 points for this performance measure.

All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans

• Action area plan prepared for the previous FY: score 1 or else 0

Action Area plan for FY 2018/2019 had not been prepared by Kapelebyong LG by the time of the assessment.

Maximum 4 points for this performance measure.

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<p>• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</p>	<p>There was evidence that the priorities in AWP for the current FY are based on the outcomes of budget conference. Examples are listed below:</p> <p>Priorities in AWP for FY 2019/2020:</p> <p>1. Administration operation of Department</p> <p>Output : 138101</p> <p>40 coordination meetings with line ministries government & other agencies attendee on quarterly basis.</p> <p>Pg 3</p> <p>2. Finance</p> <p>Output :148101 4c Financial management services</p> <p>12 monthly expenditure and revenue reports, 04 PBS reports prepared and submitted to MOFPED</p> <p>Pg 18</p> <p>Statutory Bodies</p> <p>Output: 138201 LG</p> <p>13 political leaders paid salaries</p> <p>12 Executive meetings held</p> <p>6 council meetings held</p> <p>12 executive meetings</p> <p>Pg 26</p> <p>Health</p> <p>Programme output :088106 District Healthcare management services</p> <p>4 technical support supervision reports produced</p> <p>4 data validation reports produced in medicines management and</p> <p>4 reports of vaccine produced</p> <p>Output: 088153 Basic healthcare services (LLS)</p> <p>4000 OPD patients attended to in private facilities</p> <p>800 inpatients attended to in private facilities.</p> <p>Pg 52</p> <p>Education</p> <p>Output 0781/02 primary Teaching services</p> <p>360 teachers paid salaries in the 40 primary schools in the district.</p> <p>Submit staff lists with corresponding details to CAO and HRO</p>
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>There was no 5 Year District Development Plan at Kapelebyong DLG. Therefore, the assessment team could not verify that the capital investments in the approved Annual work plan for the current FY were derived from the approved Five-Year Development Plan.</p>
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year</p>	<ul style="list-style-type: none"> Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>Neither were there minutes nor project profiles discussed by the TPC. It was verbally reported that the project profiles and TPC minutes were discussed while Kapelebyong was still part of Amuria district. These documents stayed with Amuria DLG.</p>
<p>development plan, are based on discussions in annual reviews and</p>		
<p>budget conferences and</p>		
<p>have project profiles</p>		
<p>Maximum 5 points on this performance measure.</p>		

<p>Annual statistical abstract developed and applied</p>	<ul style="list-style-type: none"> Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>No statistical Abstract was presented to the assessment team. The district planner reported that they were still in the process of collecting gender data to enable the district compile the abstract</p>
<p>Maximum 1 point on this performance measure</p>		

<p>Investment activities in the previous FY were implemented as per AWP.</p>	<ul style="list-style-type: none"> Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>All infrastructure projects were derived from the approved annual work plan. A total of 20 infrastructure projects were undertaken under FY 18/19. Some examples of the projects were:</p> <ol style="list-style-type: none"> i. Renovation of OPD block t Alito HC III ii. Construction of production block at district headquarters iii. Construction of district administrative block iv. Renovation of OPD block at Agonga HC II
<p>Maximum 6 points on this performance measure.</p>		

Investment activities in the previous FY were implemented as per AWP.	<ul style="list-style-type: none">• Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.	Out of the 20 investment projects, 17 were completed. 3 were not completed during the FY. 17/20=85% The uncompleted projects were:
Maximum 6 points on this performance measure.	<ul style="list-style-type: none">o 100%: score 4o 80-99%: score 2o Below 80%: 0	<ol style="list-style-type: none">1. Construction of council chambers2. Construction of production block and3. Constitution of low cost sealing road. The reason for the uncompleted projects was that funds for the projects were realised late hence the delayed start

The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

• Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2

There was evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget

Out of the 20 projects budgeted, 17 had been completed. We sampled 10 of the completed projects to determine if total expenditure was within the allowable 15% variation

SN Implemented / Completed Budget Actual Expenditure as at 30th June 2019

1 Construction of two classroom blocks with office and store at Kabuin Acowa P/s 42,434,141

38,887,641

2 Renovation of OPD at Alito HCII 27,934,018

26,452,893

3 Renovation of education office block 24,553,785

23,702,500

4 Construction of a five stance pit latrine at

Apopong P/S 24,958,000

23,108,946

5 Construction of a five stance pit at the district headquarters 24,800,000

23,560,000

6 Construction of a two classroom block with office and store at Olobai P/S 42,965,066

39,338,041

7 Construction of Two classroom block with office and store at Amoolom P/S 40,898,545

36,961,495

8 Construction of a five stance pit latrine

At Akoboi Primary School 23,527,850

22,280,350

9 Construction a slaughter slab at Kapelebyong town council 15,080,000

14,288,000

10 Construction of a two-stance pit latrine at the district head quarters

10,983,500 10,434,325

Total 278,134,905 259,014,191

The total expenditure was (259,014,191/278,134,905) 89% of the approved budget, i.e., 11% less of the planned budget was spent.

The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

- Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2

Sector Asset/Project Cost of O&M	
Administration Renovation of Education Block	24,550,785
Finance Renovation of Finance Office	988,000
Statutory Bodies Repair of Chairman's vehicle	8,876,500
Production Repair of Departmental Motorcycles	1,760,000
Health Repair of vehicle & motorcycles	2,925,000
Renovation of OPD block at Alito H/C	28,141,376
Renovation of OPD Block at Agonga H/C	28,078,640
Education Repair of vehicle	7,012,000
Renovation of Amoni P/S	38,927,150
Natural Resources	
Works & Technical services Motor vehicle maintenance	14,236,100
Maintenance of machinery & equipment	56,279,650
Maintenance of Roads	177,038,750
Rehabilitation of Water Sources	1,445,000
Community based services Repair of Motorcycle	400,000
Planning unit	
Internal audit	
Trade	
Total	402,376,882
	390,658,951

Budget for O&M in FY 2018/2019 Shs 402,376,882

Actual expenditure on O&M during the FY Shs 390,658,951

Percentage: 97.1%.

Human Resource Management

LG has substantively recruited and appraised all Heads of Departments

Maximum 5 points on this Performance Measure

• Evidence that the LG has filled all HoDs positions substantively: score 3

The staff structure and staff list dated 30 / 13/7 /2018 for the current FY was approved by the CAO for the wage FY 2018/2019 Ref ARC 135/01, there were 9 HODs and only 1 is substantively appointed;

Substantively appointed were ;

The District education officer , Mr Okara Samson he is Appointed on 1st /5/2008 , on DSC Min , 71/2004/{24} and he was appraised on 30/9/2019

Acting capacity were ;

The district community officer , Miss A pio Jesca She was appointed on secondments , on 22/6/2018 , and was appraised on 1/ 7 /2019 ,

The district internal Auditor, Mr Edyegu Emanuel. Appointed on secondments, on 22/7/2019 , not Appraised

The district planner, Mr Ebu Laurence, Ag, appointed on secondment on 22/7/2019 not appraised.

The Natural resource officer, Mr Elegu Paul appointed on secondment on 22/7/2019, not appraised..

The district production officer; Mr Okello Sam Olaka .Appointed on secondment on 22/7/2019 and not appraised.

District Health Officer, Mis Walakila Magurate Ag , appointed on 22/7/2018 not appraised

The District Engineer , Mr Oula Charles , Appointed on secondment on 22/7/2018 , Appraised not

The chief finance officer, Mr Okanyakile J osker a ppointed on secondment on 22/7/2018 and not appraised

0

LG has substantively recruited and appraised all Heads of Departments

Maximum 5 points on this Performance Measure

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

Substantive Ly ;

The District education officer , Mr Okara Samson was appraised on 30/9/2019 .

Acting capacity are ;

The district community officer , Miss A pio Jesca and was appraised on 1/ 7 /2019 ,

The district internal Auditor, Mr Edyegu Emanuel is not Appraised;

The district planner, Mr Ebu Laurence, Ag, is not appraised.

The Natural resource officer, Mr Elegu Paul is , not appraised.

The district production officer; Mr Okello Sam Olaka was not appraised.

District Health Officer, Mis Walakila Magurate Ag , not appraised .

The District Engineer, Mr Oula Charles, is not Appraised.

The chief finance officer, Mr Okanyakile J osker is not appraised

0

The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.

- Evidence that 100 % of staff submitted for recruitment have been considered: score 2

There was no evidence of recruitment in the District because of having no district service commission for recruitment .

Maximum 4 points on this Performance Measure.

The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.

- Evidence that 100 % of positions submitted for confirmation have been considered: score 1

There was no confirmation in Kapelebyong because of having no district service commission to recruit

1

Maximum 4 points on this Performance Measure.

The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.

- Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1

There were two cases for disciplinary action of:

Mr Okanyakile Osker the chief financial officer was given a warning letter to explain why he did not prepare a presentation to the DEC about the supplementary Budget and the reallocation as per the Budget on 6 Th /5/2019 .

Mr E kunyu George Wiliam the principal commercial officer written letter Dated 30/4/2019 for failing to prepare presentation to DEC on supplementary Budget

He was warned by the CAO and considered for disciplinary action.

1

Maximum 4 points on this Performance Measure.

Staff recruited and retiring access the salary and pension payroll respectively within two months

- Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3

There was no recruitment during the previous FY, because the district had no board to recruit, [District service commission] as per the time of assessment ;

3

Maximum 5 points on this Performance Measure.

Staff recruited and retiring access the salary and pension payroll respectively within two months

- Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2

Kapelebyong LG had 5 retired officers for the previous FY all accessed the pension pay roll with in the last two month. 2018/2019 ;
 These are ;
 Mr Cuthbert Retired on 4/06/2019, IPPPS 438951, Reg III/96/7799. Accessed on 13/09/2019.
 Mr Odon yang Cyrus IPPPs No 439725 retired on 18/7/2019 on Reg; II/84/175, accessed on 13/09/2019.
 Mr Ocaloi Peter IPPPs No , 439053 Retired on 30/7/ 2019 on CR/D/ 118 accessed on 28 /08/2019
 Mr Maala Pampilius Retired on 6/6/2019, IPPPs 439024, Reg III/89/1579 accessed on 13/09/2019 ,
 Ms Ateker Basil IPPPs 439233 on Retired 28/6/2019 Reg, III/86/2514, accessed on 13/09/2019.
 However, they accessed pension pay roll in the last two month for the previous FY because they retired when it's still on Amuria District

2

Maximum 5 points on this Performance Measure.

Revenue Mobilization

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)

- If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4.
- If the increase is from 5% - 10 %: score 2.
- If the increase is less than 5 %: score 0.

During its first year of existence, 2018/2019 (the District started its operations on 1st July, 2018), Kapelebyong DLG raised OSR amounting to shs.288,649,480 as per the Draft Annual Financial Statement (page 17) for year ended 30th June, 2019.

Comparison of this performance with 2017/2018 FY was not possible because for that year the District was not in existence.

However full mark was awarded.

4

Maximum 4 points on this Performance Measure.

It's worth noting that although this was first year existence of Kapelebyong DLG, it's OSR mobilisation was commendable. Three strategies were adopted as explained by the Senior Accountant:

1. Tendering out revenue collection activities.
2. Extensive advertising campaign for service providers which attracted very many actors who in turn paid large sums of bidding fees.
3. Bank interest earned on deposited funds not to be used in the near future.

<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>In Financial Year 2018/2019, the District budgeted to collect a total sum of shs.445,507,000 in form of OSR as was noted on pages 1 and 2 of the Approved Budget Estimates for FY 2018/2019.</p> <p>During the same period the total Local Revenue collected Shs. 288,649,480 as per the Draft Financial Statement for year ended 30th June, 2019.</p> <p>This was 64.7% collection rate and -35.3% uncollected. The ration was below the - 10% set in the APA Manual.</p>	<p>0</p>
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<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Local Revenue collections subjected to sharing with LLGs was Shs. 26,369,561 particularly in respect of Local Service Tax from the District as of 30th June, 2019.</p> <p>There was evidence by way of two PVs No. 120 dated 21st February, 2019 for Shs.6,000,000 and another No.537 dated 27th June, 2019 for shs.6,000,000 making a total sum of shs.12,000,000 remitted to the LLGs made up of five S/Cs and one T/C.</p> <p>This transfer was 45.5% of the shared funds, which was below the 65% for the LLGs as provided in the LGA Cap 243 as amended Section 85 (4).</p>	<p>0</p>
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Local revenue administration, allocation and transparency

Maximum 4 points on this performance measure.

• Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2

Total expenditure on council allowances and emoluments during FY 2018/2019 was Shs. 17,797,600 as was revealed by the 13 PVs reviewed by the PAT as follows:

Date	PV	Amount
20/9/2018	8/9	2,090,000
20/9/2018	10/9	640,000
20/9/2018	12/9	3,715,000
30/10/2018	9/10	123,000
20/11/2018	20/11	840,000
12/12/2018	8/12	640,000
12/12/2018	7/12	3,259,500
9/2/2019	19/2	775,000
25/2/2019	27/2	840,000
2/4/2019	3/4	690,000
21/5/2019	27/5	734,500
21/5/2019	28/5	2,215,000
20/6/2019	17/6	1,235,000
Total		17,797,600

The District started its operations on 1st July, 2018. For this reason, FY 2018/2019 was their first year of operation. Since the District was not in existence during the previous FY 2017/18 the ration of the allowances for council in comparison with OSR raised the previous financial year, could not be determined.

However, full mark was awarded since it was not their faulty not to be in existence.

Procurement and contract management

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

Maximum 4 points on this performance measure.

• Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2

The DLG had not recruited a Senior Procurement Officer but the position was available in the approved structure.

The position of Procurement Officer was substantively filled through transfer of services from Amuria DLG.

However there was no evidence of letter of appointment, the LG claimed the letters of appointment were still at Amuria District from which Kapelebyong District was created on 1st July 2018.

The LG has in place the capacity to manage the procurement function	<ul style="list-style-type: none"> • Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>Reports of the Evaluation Committee were submitted to the Contracts Committee during FY 2018/2019 on the following dates;</p> <ul style="list-style-type: none"> • 25th February 2019 for Construction of Low cost sealing and Construction of a 2 classroom with an office and store at Obur-Acowa primary school. • 30th October 2018 for Construction of Administration Block at Kapelebyong Sub County, Construction of a 2 Classroom Block with Office and Store at Amootom primary and Construction of Administration Block at Kapelebyong Town Council respectively.
Maximum 4 points on this performance measure.		

The LG has in place the capacity to manage the procurement function	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The District Contracts Committee considered Evaluation Committee recommendations for FY 2018/2019 as evidenced by the sampled projects below however there were no deviations from those recommendations for example;</p> <p>i) Construction of Low cost sealing at the District Head Quarters, date of evaluation: 25th February 2019, EC recommended Empa Associations Ltd for Award of the contract at: Ugx 214,034,205 which was approved as per recommendation (c) on 9th April 2019. Min:/CC/Apr/2018-2019/Approvals/34.</p> <p>ii) Construction of Administration Block at Kapelebyong Sub County by Bawakooli Multi-Investment Ltd, date of evaluation: 30th October 2018, EC recommended Bawakooli Multi-Investment Ltd for Award of the contract at: Ugx 119,661,440 which was approved as per recommendation (ii) on 9th November 2018. Min: /CC/Nov/2018-2019/Approvals/12.</p> <p>iii) Construction of a 2 Classroom Block with Office and Store at Amootom primary school by Nendo Investments, date of evaluation: 30th October 2018, EC recommended Nendo Investments Ltd for Award of the contract at: Ugx 68,773,740 which was approved as per recommendation (vii) on 9th November 2018. Min:/CC/Nov/2018-2019/Approvals/12.</p> <p>iv) Construction of Administration Block at Kapelebyong Town Council by AThousand Marbles Ltd., date of evaluation: 30th October 2018, EC recommended AThousand Marbles Ltd for Award of the contract at: Ugx 119,946,351 which was approved as per recommendation (i) on 9th November 2018. Min: /CC/Nov/2018-2019/Approvals/12.</p> <p>Construction of a 2 classroom with an office and store at Obur-Acowa primary school by CAB Uganda Ltd, date of evaluation: 25th October 2018, EC recommended CAB Uganda Ltd for Award of the contract at: Ugx 72,885,000 which was approved as per recommendation (iv) on 9th November 2018. Min: /CC/Nov/2018-2019/Approvals/12.</p>
Maximum 4 points on this performance measure.		

The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

- a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2

The District Procurement Plan for FY 2019/2020 covered all infrastructure projects in the approved work plan of FY 2019/2020 as evidenced by a copy of the consolidated annual procurement work plan for FY 2019/2020 approved and endorsed by the Accounting Officer Mr. Mukiibi Nasser, on 9th September, 2019 received by PPDA on 11th September 2019 at 1:32pm. Some of the examples of projects in the work plan for 2019/2020 included; i. Drilling of 6 boreholes, ii. Construction of piped water system, iii. Construction of 3 bedroom block with office and store at Chanigweno primary school, iv. Completion of a laboratory at John Elum Memorial school, v. Construction of Akoromit secondary school, viii. Construction of one block of 5 stance pit latrines at Obalange primary school.

The District also made a consolidated procurement and disposal annual work plan for FY 2018/2019 as per the submitted and endorsed copy of the plan by the Accounting Officer, dated 15th October, 2018. Examples of projects in the work plan for FY 2018/2019 included; i. Construction of Administration Block at District Head Quarters. ii Construction Low cost sealing at District Head Quarters. iii Construction of Administration Block at the Town Council. iv Construction of Administration Block at Kapelebyong Sub County. v Construction of a 2 classroom Block with Office and Store at Obur-Acowa primary school. vi Construction of 2 classroom Block with Office and Store at Amooto primary school.

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

Maximum 6 points on this performance measure.

- For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2

There was evidence that the LG had prepared and issued four (4) bid documents out of the total thirteen (13) investment/infrastructure projects giving $(4/13) \times 100 = 30.77\%$ which was less than the required 80% of bids prepared leading to the score of zero (0).

The prepared bids were;

v. Construction of Akoromit Seed School.

vi. Borehole, drilling and installation.

vii. Completion of a 2 in 1 science lab at Eluru Memorial School.

viii. Construction of 3 classroom Block office and store at Charigweno.

Completion of the production Block at the district HQ.

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

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

In the previous FY 2018/2019, the District had updated the Contracts Register as evidenced by the number of entries (13) for the FY 2018/2019. Also the District Council completed procurement files for all procurements for the same FY. For example a sampled file for one project under construction of 2 classroom Blocks at Amootom Ref: KAPEL/627/wrks/2018-2019/00009. It a requisition date of 4th September 2018 at Ugx 68,773,740, evidence of adverts seen in the New Vision newspaper of 6th September 2018 under open domestic bidding, date of bid issues 3rd October 2018, date of bid receipt: 4th October 2018, date of bid opening 4th October 2018, Evaluation committee minutes dated 30th October 2018, Contract's committee minutes 9th November 2018, bid acceptance on 14th November 2018.

Maximum 6 points on this performance measure.

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

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

The District adhered to procurement threshold as per the sampled projects below;

i) Renovation of OPD at Agonge Health center II at Ugx 40,534,200 procurement method was selective bidding.

ii) Renovation of Education Block at District Head Quarters at Ugx 24,550,785, procurement method was selective bidding with bid notice dated 12th March 2019.

iii) Supply of Motor vehicle, procurement method open domestic bidding at 186,967,549 Ref: KAPEL/627/wrks/2018-2019/00011 by Toyota Uganda Ltd.

Maximum 6 points on this performance measure.

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>There was evidence that works projects implemented in the previous FY 2017/2018 were appropriately certified with interim and/or completion certificates as indicated in the sampled projects below;</p> <p>i) Renovation of an OPD at Agonga Health Centre II by KAAT services Ltd had a certificate of project commissioning at Ugx 29,624,700 dated 13th August 2019.</p> <p>ii) Construction of a Placenta pit at Kapelebyong Health Centre IV by LAG construction Co. Ltd at Ugx 3,999,000 dated 13th August 2019.</p> <p>iii) Construction of 5 stance pit latrine at District Head Quarters at 24,800,000 by Sovia Engineering services Ltd dated 13th August 2019.</p> <p>iv) Construction of Administration Block by A Thousand Marbles Ltd. At Ugx 149,056,656.</p> <p>v) Certification of Practical Completion for Construction of 2 Classroom Blocks with office at Amootom primary school at 68,773,740 dated 26th June 2019. Renovation of an OPD at Agonga Health Centre IV by KAAT services Ltd dated 26th June 2019, payment certificate dated 26th June 2019 at Ugx 26,452,893.</p>
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<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>There was no evidence of labelled site boards because no contract had been awarded at the time of assessment. All procurement files were still undergoing the bidding process.</p>
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Financial management

The LG makes monthly and up to-date bank reconciliations

- Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4

Maximum 4 points on this performance measure.

For FY 2018/19 to-date Kapelebyong DLG operated 12 active Bank Accounts with dfcu Bank, Soroti Branch. The Accounts were:

General Fund Administration Statutory Bodies
Finance Production Health
Education Works & Tech Services Natural Resources
Community Bases Services Youth Livelihood Fund UWEP Enterprises Fund

The District operated a hybrid Accounting System i.e. partly computerised and partly manual. The monthly bank reconciliations were done manually in each of the cash book for the respective bank accounts.

The PAT sampled and reviewed 5 bank accounts namely: General Fund, Production, Community Based Services, Administration and Statutory Bodies which were reconciled on a monthly basis up-to 30th June, 2019. However, reconciliations for July, August, and September, 2019 had not been done by the time of the assessment. Therefore, the District was not up-to-date with bank reconciliations.

The LG made timely payment of suppliers during the previous FY

- If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2.

Maximum 2 points on this performance measure.

At the time of that assessment date, the District had not established a claim register in its accounting system.

Non-the-less the PAT sampled four transactions drawn from different sectors namely Health, Administration and Education. Information in the PVs showed that not all payments to suppliers were made within the 2 months timeframe in the absence of the time phase in the enforceable contracts.

Sampled transactions were:

Health sector

M/s Ayoju Electrical and Electronics Services Ltd. requested for supply, installation and maintenance of solar systems at Acowa S/C Health Centre III for shs.5,490,000 on 19th March, 2019 and was paid on 24th March, 2019 against PV No. 069, that is after 5 days.

M/s Nile Fishing Company Ltd requested payment for supply of four units of motorcycles to the Health department for Lower Health Units for shs.24,000,000 on 27th February, 2019 and paid on 23rd May, 2019 against PV No. 776 that is after 87 days.

Administration

M/s No Fear Enterprises Ltd requested for payment for supply of office furniture for shs. 50,000,000 on 13th February, 2019 and was paid on 14th February, 2019, against PV No. 11/2 that is after 1 day.

Education

M/s Nile Fishing Company made a request for supply of one unit of a motorcycle to Education Department for shs. 17,500,000 on 8th May 2019 and paid 14th May, 2019 against PV No. 6/5 that is after 6 days.

It may be noted that Nile Fishing Company supplied four units of motorcycle in 3rd quarter and payment was effected in 4th quarter after 87 days. This was far beyond the timeframe of two months set in the PAM.

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It may be noted that Nile Fishing Company supplied four units of motorcycle in 3rd quarter and payment was effected in 4th quarter after 87 days. This was far beyond the timeframe of two months set in the PAM.

The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations

- Evidence that the LG has a substantive Senior Internal Auditor: 1 point.
- LG has produced all quarterly internal audit reports for the previous FY: score 2.

Kapelebyong District DLG did not have a Principal Internal Auditor to execute internal audit functions in accordance with LGA Cap 243 Section 90.

At the time of that assessment, the department was being taken care of by an Internal Auditor in the name of Mr Edyegu Emmanuel who was appointed on 22nd July, 2019 by Amuria DSC (on behalf of Kapelebyong District) under Min.No.52/ADLG/2019/5.

Maximum 6 points on this performance measure.

The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations

- LG has produced all quarterly internal audit reports for the previous FY: score 2.

Quarterly Internal Audit Reports for FY 2018/2019 were produced as follows:

Quarter	Date of report	Reference
Quarter 1	No report was produced	
Quarter 2	30/01/2019	unreferenced
Quarter 3	8/04/2019	Unreferenced
Quarter 4	Had not been produced by the assessment date	

Although this new District opened its doors on 1st July, 2018, its actual operation was delayed until September, 2018. For this reason, 1st Quarter Report was never produced. Similarly, by the time of that assessment, the Report for the 4th quarter had not been produced for submission. The reason given for the delay was that the department was under staffed to accomplish the tasks in time.

Maximum 6 points on this performance measure.

The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations

- Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.

There was no evidence that information was given to Council & LG PAC on Internal Audit Queries raised during FY 2018/2019:

	Nature and total number of queries raised	Nature and total number of queries cleared	Nature and total number of queries pending
Qrt. 1	-	-	-
Qrt. 2	12	-	12
Qrt. 3	15	-	15
Qrt. 4	Report not produced		

Maximum 6 points on this performance measure.

The Accounting Officer explained that what had been done so far was calling upon affected officers (in writing) to give their answers and then he would act on them, a thing that had not been done.

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>At the time of that assessment, Kapelebyong DLG PAC had not been appointed. The District was being headed by an Interim Chairperson who had no mandate to constitute statutory District Committees/Commissions as provided for in Section 184 (2) (a) of the LGA Cap 243 as amended.</p> <p>For that matter, full mark was awarded.</p>
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<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The District had an Asset Register managed on a computer spreadsheet. However, the register was not complete, for example; assets of only three instead of the six LLGs had been entered on the register. Additionally, the assets were not categorised into General, Motor Vehicles and Heavy Plants, Land and Buildings. For this matter, the District Register was not as per the formats in the Local Governments Financial and Accounting Manual, 2007.</p>
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<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>The Auditor General's Opinion on the Financial statements of Kapelebyong DLG for the Financial Year ended 30th June, 2019 was Unqualified.</p>
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Governance, oversight, transparency and accountability

<p>The LG Council meets and discusses service delivery related issues</p>	<ul style="list-style-type: none"> • Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance 	<p>The LG Council met and discussed service delivery related issues as provided in the minutes below:</p>
<p>Maximum 2 points on this performance measure</p>	<p>assessment results and LG PAC reports for last FY: score 2</p>	<p>Meeting held on 28/9/2019 and discussed under Minute no 6/11/9/CL/2018 as following in ;</p> <p>Quarter 1</p> <p>the council sat and tabled motion which approved a community school to be a codded by [MOES] in Kapelebyong, Also there same staffs who were sent back to Amuria and these were ,2 Assistant town clerk, 3 Drivers , 1 Education Asst , 2 water officers because having no fund to pay them , Hence compliance.</p> <p>Quarter 2:</p> <p>Meeting held on 21 14/12/2019 and discussed under Minute no 7a/CL/2018 of the following a motion which approved the land board of Amuria to be used, in the same minute Kapelebyong was declared as hard to reach and hard to work and to stay. It was recommended to use Napark s District service commission to recruit.</p> <p>Quarter 3:</p> <p>Meeting held on 20/2/2019 and discussed under Minute No 10a /CL/2019 the following; were a motion for the approval of allocation of 48 million for maintaining of Two roads as follows ; Amos road and Okeboi Road to Kapelebyong sub county.</p> <p>Quarter 4:</p> <p>Meeting held on 29/3/2019 Laying off the budget under min 6a/CL/2019 on 29/3/2019 and also for the general purpose committee report of the District work plan and for the Budget FY2019/2020, by the district chairperson and it was approved and signed.</p>

<p>The LG has responded to the feedback/ complaints provided by citizens</p>	<ul style="list-style-type: none"> • Evidence that LG has designated a person to coordinate response to feed-back (grievance/complaints) and responded to feedback and complaints: score 1. 	<p>There was no designated person</p> <p>To coordinate responses and grievance / complaints and response to feedback and complaints, and as well there was no committee to handle the issues of feedback and complaints in the district .</p>
<p>Maximum 2 points on this Performance Measure</p>		

<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>There was no specified system for recording, investigating and responding to grievances in the District. because of having no focal person ,responsible for investigation and grievances .</p>
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<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>The payrolls were published on 30/8/2019 on the notice board for The pensioners schedule informing them to come for their salaries , these were ;</p> <p>Mr Cuthbert Openg , IPPPS 438951 , Reg III/96/7799. Accessed on 13/09/2019.</p> <p>Mr Odon yang Cyrus IPPPs No 439725 on Reg; II/84/175, accessed on 13/09/2019.</p> <p>Mr Ocaloi Peter IPPPs No , 439053 on CR/D/ 118 accessed on 28 /08/2019</p> <p>Mr Maala Pampilius IPPPs 439024, Reg III/89/1579 accessed on 13/09/2019 ,</p> <p>Ms Ateker Basil IPPPs 439233 on Reg, III/86/2514, accessed on 13/09/2019</p>
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<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>• Evidence that the procurement plan and awarded contracts and amounts are published: score 1.</p>	<p>There was evidence of the procurement plan on the references of procurement of services.as follows;</p> <p>The construction of the Administration Block of Kapelebyong sub county at cost of 119, 661, 440, Million.</p> <p>The contractor was Bawakoli Ltd, Multi Investment, Ref number – Kapl/627/works/2108-2019/00003.</p> <p>Dated of display was 14/11/2018 ,</p> <p>The removal date was 24/11/2018.</p>
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The LG shares information with citizens (Transparency) Total maximum 4 points on this Performance Measure

- Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1.

They were not assessed .during the previous year 2017/2018 .

1

The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens

- Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1

Maximum 2 points on this performance measure

There was no evidence with a focal person for communication to explain the guidelines circulars and policies issued by the national level to LLGs during the previous FY

0

The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens

- Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1.

Maximum 2 points on this performance measure

There was evidence that LG during the previous FY conducted discussions for the municipal, urban for a Barazas radio program me, to give the feedback on status of activity program mes.

The feedback and complaints displayed all the government release of all departments ranging from Education ,and Health etc.

1

Social and environmental safeguards

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>The District Gender Focal Person/CDO Ms. Apio Jesca provided guidance and support to mainstream gender, vulnerability and inclusion evidenced by;</p> <p>TPC meeting minutes dated 30th April 2019. Ref: Minute: /06/04/2019: Equa opportunity presentation.</p> <p>Gender training Report at Obalanga Sub County endorsed on 22nd June 2019 by the DCDO.</p> <p>1st Quarter performance Report on facilitation of Youth Council leaders and probation officer to attend international Youth Day celebrations in Mpigi district.</p>
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<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>The DCDO/GFP planned activities for the current FY (2019/2020) to strengthen women roles as evidenced by the planned activities under women council representation in the approved District Work Plan FY 2019/2020 generated on 20th May 2019, on pages 45 and 46.</p> <p>Gender mainstreaming activities, children and Youth services, support to Youth Councils, Representation on Women's Councils, support to women, Youth and PWDs.</p> <p>Support to women, Youth and PWDs, Quarterly Work Plans and Reports generated, one Youth Council meeting, one Women Council, supported cultural institutions, supported probation and social welfare services seen on page 108 of the work Plan.</p> <p>. In the previous FY 2018/2019, the District had planned budgeted and implemented gender related activities as indicated below; i) Payment Voucher No. 144 dated 25th march 2019, Being facilitation of the Women Council to attend National Celebrations of Women's Day at Ugx 810,000.</p> <p>ii) Payment Voucher No. 143 dated 25th March 2019 being Payment for Women's Day celebration at Ugx 1,000,000.</p> <p>iii) Payment Voucher No. 534 dated 26th June 2019 being transfer of funds for FY 2018/2019 to support Women groups at Sub County level. At Ugx 65,706,000 disbursed to eleven (11) different accounts (Nalakwe 'B' produce Buying and Selling A/C 01551117265085 with 4, 950, 000. Odimai Women Value Addition Grain milling marketing project A/C 01551117265059 with 10,6574,000. Amaseniko Women Bull fattening project A/C 01551117265129 with 9,250,000. Adipala Women Ox-traction project A/C 01551117261460 with 7,150,000. Apopong Women Improved Goats project A/C 01551117259438 with 3,305,000. Adukule 'B' Women Improved Goats Project A/C 01551117259119 with 4,005,000. Morutemel Bull fattening Women's Group A/C 01551117264005 with 8,050,000. Labira Produce Buying and Selling Women's Group A/C 01551117264485 with 4,870,000. Iyalakwe Women's Cassava Growing Project A/C 0155111725654 with 3,682,000. Akore Town Board Women Livestock Buying and Selling Project A/C 01551117257935 with 5,930,000. Angolebwal Butchery Women Project A/C 01551117255900 with 3,840,000 respectively.</p> <p>) making it 100%) implementation and therefore way above the 90% threshold.</p>
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>The District carried out screening activities and had evidence of screening forms for some of the sampled projects as indicated below;</p> <p>i) Screening forms for 6 Borehole drillings for example one bore hole at Apopong Kenya Cell, Kapelebyong Town Council, endorsed by the District Forest Officer Mr. Egelu Paul, and a Screening Report dated 31st January 2019.</p> <p>ii) Screening forms for 5 classroom Blockss at Oleket primary school, 2 Classroom Blocks at Amootom primary school, 2 Classroom Blocks at Kapelebyong primary school.</p> <p>iii) Screening Forms for Construction of Administration Block at Kapelebyong Sub County.</p>
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>i) The District had not integrated Environmental and Social Management concerns in the contract bid documents due to non-coordination between works department and departments handling cross-cutting issues that caused omission of their inclusion in the BoQs, hence the reason as to why most contractors did not plant trees where required.</p>
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>The following projects belonged to Kapelebyong Sub County with the following details: A Freehold Certificate of Title belonging to, Kapelebyong Sub County, Amuria District with Ref: 0001, Volume 858, Folio 14, Area 38.625 Hectares, Block 9, Plot 2 at Kapelebyong registered on 21st December 2010. Most of the District projects were implemented on this Land title. For the District Health Centre IV, it was established that the facility was undergoing the process of acquiring a Land title.</p> <p>However the assessment team could not verify this because there was no evidence of registration (Land Register) to prove that the process of acquiring the land title was on going. Projects like government aided schools were located on land which was donated by foundation bodies like the Church but the DLG had no MoUs, agreements or any other relevant documentation to this effect.</p>
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LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1

At the time of assessment, No evidence was adduced to show that all completed projects had Environmental and social mitigation certification forms since they were not embedded in the Bid documents

Maximum 6 points on this performance measure

LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

• Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1

There was no evidence that all completed projects had environmental and social mitigation certification form..

Maximum 6 points on this performance measure

LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition

- Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken.
- Score: 1

At the time of assessment, there was no evidence that the Environmental officer and CDO had monthly Reports with completed checklists.

Maximum 6 points on this performance measure

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>The Assessment Team had evidence that there was a head teacher in each of the 40 Primary schools and 7 teachers according to the deployment staff list as budgeted for by the Local government.</p>	4
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>The Assessment Team had found that 34 schools had a Head teacher and 7 teachers but 6 schools had a Head teacher and 6 teachers.</p> <p>It also noted that 3 teachers had passed on and had not been replaced, 3 teachers had retired and had not been replaced while 1 teacher had abandoned teaching and had not been replaced.</p>	0
<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> If 100%: score 6 If 80 - 99%: score 3 If below 80%: score 0 	<p>The Assessment Team found that positions of 289 teachers had been filled according to the structure for primary teachers with a wage bill provision.</p> <p>The wage bill for Primary schools was UGX 2,181,341,000/=</p> <p>The 289 teachers were all in post and were consuming the entire wage bill provision</p> <p>$2,181,341,000/2,181,341,000=100\%$</p>	6
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>The Assessment Team confirmed that the LG had not substantively filled two positions of the School Inspectors in 2018/2019 financial year.</p> <p>The Team was informed that this was due to transitioning from Amuria district to Kapelebyong as a new district. There was no District Service Commission in place at that time.</p>	0

The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.

Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of

- Primary Teachers: score 2

The assessment Team found that the Education department had submitted a list of teachers who are to retire in the current FY and are to be replaced as evidenced by a letter dated 15/4/2019 which was received and acknowledged by HRM dated 5/4/2019. The submission was through PBS. The team also saw evidence that the Education Department had submitted its work plan and budget dated 28/5/2019.

2

Maximum 4 for this performance measure

The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.

Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of

- School Inspectors: score 2

There was no evidence that Schools Inspectors were appraised in 2018/2019 because they were not recruited yet.

2

Maximum 4 for this performance measure

Monitoring and Inspection

The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.

Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY

- 100% school inspectors: score 3

The Assessment Team checked the evidence in personal files and appraisal reports with indicated dates and confirmed that they were conducted in 2018/2019. The sampled Head teachers were listed below:

3

Maximum 6 for this performance measure

1. Mr. Odoko Tom, Head teacher of Olekat P/S was appraised on 11/12/2018.
2. Ms Ibiara Jannet Ruth , Head teacher of Odukul P/S was appraised on 14/1/2019
3. Mr. Okello Francis, Head teacher of Kapelebyong P/S was appraised on 3/12/2018.

The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.

Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY

- Primary school head teachers
 - o 90 - 100%: score 3
 - o 70% and 89%: score 2
 - o Below 70%: score 0

No inspectors were in place yet.

0

Maximum 6 for this performance measure

The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools

• Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1

The Assessment Team found there was evidence of communication of 1st and

2nd Verification Results of The Teacher Presence and Time on Task dated 11/9/2018 and dated respectively on 22/1/2019.

1

Maximum 3 for this performance measure

The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools

• Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2

The Assessment Team found evidence that the Education Department had held a meeting on 18/6/2019 and had presented the MDD budget under Min: vi/18/6/2019.

2

Maximum 3 for this performance measure

The LG Education Department has effectively inspected all registered primary schools²

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

The Assessment Team found evidence that schools had been inspected at least once per term and reports produced as per reports seen on the following dates:

Maximum 12 for this performance measure

- o 100% - score 12
- o 90 to 99% - score 10
- o 80 to 89% - score 8
- o 70 to 79% - score 6
- o 60 to 69% - score 3
- o 50 to 59 % score 1
- o Below 50% score 0.

Term3: Inspection was conducted on 27/12/2018 and 40 P/S were inspected.

Term 1: Inspection had been conducted on 3/4/2019 and 40schools were inspected.

Term 2: Inspection had been conducted on10/8/2019 and 40 schools were inspected

12

LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations

• Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4

The Assessment Team found no evidence of the inspection reports having been discussed nor any action having been taken based on the recommendations for corrective actions. .

0

Maximum 10 for this performance measure

<p>LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>The Assessment found that the Inspection Reports for Term 1 was submitted on 30/5/2019 and Term 2 was submitted on 10/8/2019. Term 3 had been submitted to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES as per submission dated 1/1/2018 and acknowledged on 9/1/2018.</p> <p style="text-align: right;">2</p>
<p>LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed-up: score 4. 	<p>The assessment Team found no evidence that inspection recommendations had been followed up. It was however, expressed that during that period there was just the DEO who had a heavy schedule.</p> <p style="text-align: right;">0</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>The Assessment Team saw evidence that accurate and consistent list of 40 schools data listing all government aided P/Ss in Kapelebyong district had been submitted dated 10/4/2019 and acknowledged on 11/4/2019 by office of the Commission Ministry Of Education and Sports.</p> <p style="text-align: right;">5</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>The Assessment Team found evidence that enrolment of 27,683 pupils data Ref: CR/311 dated 20/12/2018 had been consistent and had been submitted and acknowledged.</p> <p>For example:</p> <p>Acumet P/S had 834 pupils</p> <p>Kapelebyong P/S had 692 pupils</p> <p style="text-align: right;">5</p>

Governance, oversight, transparency and accountability

<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>The Assessment Team found evidence that the General Purpose Council Committee responsible for education had a meeting on 23/5/2019 and had approved the budget estimates for 2019/2020 of the Education Department under Min: 6/GPC//2019.</p> <p>The Assessment Team also saw evidence of the General Purpose Council Committee report on the visit to schools by members of Committee dated 28/9/2018.</p>	<p>2</p>
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<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>The Assessment Team had evidence that General Purpose Council Committee responsible for education had presented the implementation plan for approval by District Council as indicated in the General Purpose Committee meeting held on 28/5/2019 under Min.8/Council/2019.</p>	<p>2</p>
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<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>The Assessment Team had evidence that 3 sampled Primary schools had functional SMCs and that SMCs had held their 3 mandatory meetings. No exact dates were found to show when the reports were submitted to DEO's Office.</p> <p>There was a file with the SMC Minutes for 2018/2019 for the 3 sampled schools.</p> <p>It was also evident that school opening reports had been submitted to DEO, for instance, Acumet P/S submitted such report dated 6/6/2019.</p> <p>Sampled schools were 3 and all held mandatory meetings.</p> <p>Therefore the percentage is:</p> <p>$3/3 \times 100 = 100\%$</p>	<p>5</p>
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<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<p>Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</p>	<p>It had been evidenced that LG had publicised all schools receiving non-wage recurrent grants which had been posted on the DEO's notice board for Term 3, Term1 and Term 2 of 2018/2019.</p>	<p>3</p>
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Procurement and contract management

The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,

to the Procurement Unit that cover all items in the approved Sector annual work plan and budget

Maximum 4 for this performance measure

• Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4

The Assessment Team had no evidence that the education sector had submitted to Procurement input to the Procurement but a Requisition for procurement was submitted dated 4/9/2018.

It had been noted that the separation of Kapelebyong from Amuria district had affected the documentation and work had just started in October 2018.

Financial management and reporting

The LG Education department has certified and initiated payment for supplies on time

Maximum 3 for this performance measure

Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.

The Assessment Team had evidence that the Education Department had timely certified and recommended suppliers for payment as indicated in the contract for construction of a 2 classroom block for Amootom P/S.

Contractor: Nendo Investment Ltd.

Requisition date by the Contractor: 12/2/2019.

Approval of the payment date: 20/2/2019.

Amount paid: 24,360,994/= Date: 25/2/2019

i) Payment code :312101.Voucher No: 12/1(054)

3

The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit

Maximum 4 for this performance measure

• Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4

The Assessment Team had evidence that the department had submitted the annual performance report for 2018/2019 including four quarterly reports:

The Assessment Team had evidence that the department had submitted the annual performance report for 2018/2019 including four quarterly reports:

Quarter 1: Submitted on 18/11/2018

Quarter 2: Submitted on 5/2/2019

Quarter 3: Submitted on 11/5/2019

Quarter 4: Submitted on 7/8/2019

Quarter 4: Submitted on 7/8/2019

The team noted that the 4th Quarter was submitted after the required date.

0

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>No audit query was found in 2017/2018 audit report of the education department according to the Assessment Team .</p>	4
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Social and environmental safeguards

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>The Assessment Team found evidence that the LG education department had a sensitization meeting on HPV for girls dated 23/4/2019 and had been attended by SMC members, PTA members and staff.</p>	2
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>The Assessment Team had no evidence that the Education Department had issued and explained guidelines on how to manage sanitation for girls and PWDs in the 3 sampled schools.</p>	0
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>The Assessment Team had evidence that out of the 3 SMCs sampled only 1 school met the gender composition requirement of at least one third of membership on the committee should be women.</p> <p>In Acumet P/S the SMC members were 13 with 8 males and 5 females.</p> <p>In Kapelebyong P/S the SMC members were 10 with 7 males and 3 females.</p> <p>In Odukul P/S the SMC members were 12 with 9 males and 3 women.</p>	0

LG Education department has ensured that guidelines on environmental management are disseminated and complied with

Maximum 3 points for this performance measure

- Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1:

The Assessment Team found no supportive evidence that guidelines on environmental management had been disseminated and complied with.

1

LG Education department has ensured that guidelines on environmental management are disseminated and complied with

Maximum 3 points for this performance measure

- Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1

The Assessment Team verified and found that the sites for the borehole drilling works had been screened as per site report, "Environment and Social Screening report for Borehole Drilling Project", dated 31/1/2019 and had been endorsed by District Natural Resources Officer and the District Community Development Officer.

1

LG Education department has ensured that guidelines on environmental management are disseminated and complied with

Maximum 3 points for this performance measure

- The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1

The Assessment Team found evidence that the District Natural Resources Officer and the District Community Development Officer visited the sites for the borehole drilling works on 31/1/2019 and made a report, "Environment and Social Screening for Borehole Drilling Projects". One of the mitigation plans was to plant trees at the sites

1

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>Kapelebyong DLG had a total of 10 health facilities. 1 HC1V, 3 HC IIIs and 6 HC IIs, with an approved structure of 159 staff of which 97 are in post.</p> <p>PHC wage allocation for KAPELEBYONG district FY 19/20 was: 726,977,551/</p> <p>PHC wage requirement for health workers in post for FY 19/20 was 1,129,558,836/</p> <p>%wage provision (posts filled for primary health care workers with a wage bill provision) = 155%</p> <p>Therefore, the local government had filled the structure for primary health workers with a wage bill provision from PHC wage for the current FY 2019/2020 to a tune of 100% with a wage bill deficit of 402,581,279/</p>	8
<p>Maximum 8 points for this performance measure</p>			
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re- quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>Based on the severe wage bill deficit, the department did not submit a recruitment plan because the available funds were not even enough to cater for salaries of all staff in post.</p> <p>However, there were deliberate efforts taken by the CAO, to seek for wage bill increase as evidenced by a letter to PS ministry of Health from the CAO dated 10th April 2019, Ref: CR/115/1 RE: Shortfall in PHC wage IPF for FY 19/20</p>	6
<p>Maximum 6 points for this performance measure</p>			

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

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

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

All the 5 sampled health facility in-charges were appraised in the financial year 2018/2019 as evidenced by appraisal forms on personal files from the HR department. Examples on file were:

- In-charge Kapelebyong HC IV Dr. Eudu James appraised on 28th June 2019 by the DHO. Appraiser's comment "Vey responsible Medical Officer"
- In-charge Amususu HC III, Alachu William appraised on 22nd August 2019 by the DHO. Appraiser's comment "Makes good decisions"
- In-charge Olwao HC II, Eporu Simom Peter, appraised on 11th September 2019 by the DHO;, appraisers' comment "Hard working officer"
- In-charge Akeriau HC III, Adiabo Rose, appraisal on 4th July 2019 by the DHO. Appraiser's comment "Needs to be promoted to Nursing officer"
- In-charge Abarilela HC III Opio Martin appraised on 26th September 2019 by the DHO. Appraiser's comment "keep the hard wok"

Maximum 8 points for this performance measure

The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.

- Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4

The LG allocated health workers in line with lists submitted with the budget for FY 2019/2020 in PBS system.

Assessment Team sampled and visited the following facilities:

- KAPELEBYONG HC IV (upgraded to hospital) 36 out of the approved structure of 47
- Orungo HC III: 16 staff out of the approved structure of 19
- Acument HC III: 14 out of the approved structure of 19

At each facility, the staff list matched with the deployment list at DHO's

Maximum 4 points for this performance measure

Monitoring and Supervision

The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities

- Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3

The recommended guideline by MOH, entitled “**Sector grant and budget guidelines to local governments FY 2019/2020**” was not available at the time of the assessment

0

Maximum 6 for this performance measure

The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities

- Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3

Since the recommended guideline has not been received by the DHO, there is no way it could have been explained to the health facility in-charges

3

Maximum 6 for this performance measure

The LG Health Department has effectively provided support supervision to district health services

Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3

Kapelebyong District had 1 HC IV

The PA Team looked at evidence that the DHT had conducted 4 quarterly integrated technical support supervision visits to the health HC IV.

0

Maximum 6 points for this performance measure

It was established that only 2 out of the 4 support supervision visits to the HC IV had been conducted by the DHT as evidenced by the supervision reports. The two visits were conducted on 3rd March 2019 and 23rd May 2019 Lack of adequate financial and human resource were mentioned as the reasons for non-compliance

The LG Health Department has effectively provided support supervision to district health services	Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:	The PA Team reviewed integrated support supervision reports for the previous financial year to establish whether all health facilities had been supervised by the HSD. In addition, a field visit for 3 health facilities (Acowa HC III, Nyada HC , II Acument III) was conducted to confirm if the health facilities had been visited at least once every quarter as shown below (dates correspond to quarters 1, 2 3 and 4 respectively)
Maximum 6 points for this performance measure	<ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>Health Centre</p> <p>Acowa HC III: 6/10/18, 5/1/19, 7/4/19, 7/7/19</p> <p>Nyada HC II: 6/10/18, 7/1/19, 6/4/19, 6/7/19</p> <p>Acument HC III: 5/10/18, 6/5/19, 5/4/19, 4/7/19</p> <p>It was established that all the 3 health facilities had been visited by the HSD at least once per quarter</p> <p>The evidence was derived from the MOH provided supervision book at each health unit.</p>

The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up	<ul style="list-style-type: none"> • Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>The assessment team could not access DHT supervision meeting reports. It was reported that they had been attached to payment vouchers that were in Soroti for external audit.</p> <p>The team could not therefore verify if supervision reports had been discussed to make recommendations</p>
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Maximum 10 points for this performance measure

The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up	<ul style="list-style-type: none"> • Evidence that the recommendations are followed up and specific activities undertaken for correction: score 6 	There was no documented evidence that recommendations had been made or followed up after the support supervision visits
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Maximum 10 points for this performance measure

The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH

- Evidence that the LG has submitted accurate/consistent data regarding:
 - o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10

KAPELEBYONG DLG had 10 health facilities that benefit from PHC in FY 2018/2019
 1 HC1V, 3 HC IIIs and 6 HC IIs
 Reports were entered into DHIS2 system for health reporting. All facilities benefiting from PHC (10) reported in DHIS2 as evidenced by the DHIS2 output received from the Ministry of health

Maximum 10 for this performance measure

Governance, oversight, transparency and accountability

The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council

- Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2

Two Social services committee minute were availed to the assessment team.
 During Quarter 3, the committee sat on 12th February, and under Min 8/GPC/12/2019, Quarter 2 performance for health department was discussed
 On 23rd May 2019, the committee approved the health budget worth 1,147,360,000/ under Min 8/GPC/19/23/5/2019

Maximum 4 for this performance measure

The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council

- Evidence that the health sector committee has presented issues that require approval to Council: score 2

On 29th March 2019, the chair social services committee presented to the council a health budget of 1,147,360,000// approval under minute; 7/COU/23/2019 (with health budget inclusive)

Maximum 4 for this performance measure

The Health Unit Management Committees and Hospital Board are operational/functioning	Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):	The PA Team visited 2 sampled health facilities and established that HUMC's sat as indicated below;	6
Maximum 6 points	<ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	Acumet HC III: HC III	
		Q1: 7/12/18, Q2: 20/01/18, Q3: 16/5/2019 Q4: 6/8/2019	
		Kapelebyong HC IV:	
		Q1: 15/12/18, Q2: 19/01/18, Q3: 04/4/2019 Q4: 9/06/2019	
		Therefore, the HMUC are functional	
		NB: The third facility, Nyada HC II was visited but staff had gone for immunization outreach, so key documents could not be accessed	

The LG has publicised all health facilities receiving PHC non-wage recurrent grants	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non- wage recurrent grants e.g. through posting on public notice boards: score 4 	A list of health facilities that benefit from PHC recurrent non-wage was displayed at the district health notice-board, signed but not dated by the DHO (Acting) Ms Margret Walakira	4
Maximum 4 for this performance measure		The displayed list matched with health facilities that are in the PBS system hence a score of 4.	

Procurement and contract management

The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget	<ul style="list-style-type: none"> • Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	The DHO submitted a revised procurement plan on 9th September 2019 and was received by the PDA department on 11th September 2019, hence the submission was late.	0
Maximum 4 for this performance measure		The original procurement plan could not be availed to the assessment team	

The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget

- Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2.

The procurement request form for health department for the FY 19/20 was submitted on 6th August 2019 and endorsed by CAO on 28th August 2019 ahead of the deadline of September 30th.

Examples of prioritized procurements earmarked for FY 19/20 include:

Maintenance of DHO Vehicle T

Renovation of OPD block at Acowa HC III

Maximum 4 for this performance measure

The LG Health department has certified and initiated payment for supplies on time

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

Two vouchers were reviewed to determine if the DHO (as per contract) certified and recommended suppliers timely for payment:

1. Supply of 4 motorcycles to DHO's office at 24,000,000/

The contractor made a request for payment on 22nd February 2019, DHO certified on 22nd May 2019 and payment was effected on 22nd May 2019

The delay in forwarding the request by the DHO was due to delayed release of funds, so the request was certified after there were sufficient funds to pay the contractor

2. Supply, Install and maintain a solar system at Acowa HC III, at a sum of 5,490,000/ Request made on 19th March 2019. There was evidence that the DHO certified request but the date was not appended on the request. However, payment was made on 24th March 2019, 5 days from the date of the request

Therefore, DHO certified payments on time

Maximum 4 for this performance measure

Financial management and reporting

The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit

- Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4

Submission of quarterly reports to Planner during FY 2018/2019:

Quarter Date of submission Reference

Quarter 1 28/11/2018 PBS

Quarter 2 29/01/2019 PBS

Quarter 3 13/05/2019 PBS

Quarter 4 02/08/2019 PBS

Maximum 4 for this performance measure

The annual report was submitted on 2nd August 2019, after the deadline of mid July

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> • If sector has no audit query: Score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points • If all queries are not responded to Score 0 	<p>Action taken on queries raised by the Internal Auditor during FY 2018/2019:</p> <p>Total number and nature of queries raised=7</p> <p>Total number and nature of queries cleared=0</p> <p>Total number and nature of queries pending =7</p> <p>The internal audit reports indicated that there were 7 audit queries for health department. There was no documentation to show that the 7 queries had been responded to.</p>
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Social and environmental safeguards

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>Only 2 out of the 3 sampled health facilities had the required minimum of 30% female composition on HUMC:</p> <ul style="list-style-type: none"> • Kapelebyong HC IV 2/9=29% • Acumet HC III 3/9 =33% • Nyada HC II 2/5=40%
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<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>There were no new guidelines issued by the LG regarding how to manage sanitation in health facilities. The old guidelines (Sanitation and waste management guidelines, 2013) were still in place and adhered to by health workers among the visited facilities</p> <p>The assessment team visited 3 health facilities and at each of these facilities, the guidelines were in existence. Three were separate and well labeled sanitary facilities for males and females</p> <ul style="list-style-type: none"> • Kapelebyong HC IV • Acumet HC III • Nyada HC
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LG Health department has ensured that guidelines on environmental management are disseminated and complied with

- Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2

The health facility infrastructure projects were not screened before approval for construction

The environmental officer reported that he was not facilitated to conduct the assessment

0

Maximum 4 points for this performance measure

LG Health department has ensured that guidelines on environmental management are disseminated and complied with

- The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2

Since there was no screening for the projects, there was no sites visits made by the Environmental Officers and community development officer to check whether the mitigation plans are complied with.

0

Maximum 4 points for this performance measure

The LG Health department has issued guidelines on medical waste management

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

There were no new guidelines on medical waste issued by the health department last financial year. However, the visited health facilities (Kapelebyong HC IV, Acumet HC III, Nyada HC II had sanitation charts relating to medical waste management. These charts were developed by Ministry of health in 2013 and are still useful.

4

Maximum 4 points

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>There was evidence that in the FY 2019/20, Kapelebyong District Local Government allocated development budget for the water department of Ugx. 178,664,618 approved workplan and budget for;</p> <ul style="list-style-type: none"> • Drilling 6 number Boreholes each at a cost of Ugx.25,000,000 in the six targeted sub counties and • The construction of piped water supply system <p>According to the Ministry of Water and Environment the District average safe water coverage stood at 89%</p> <p>The DWO targeted allocations to sub-counties with safe water coverage below the district total access (district summary, MoW&E).</p> <p>There was two (2) sub counties with coverage below the District average and these were; Kapelebyong with 87% and Okungur sub county with percentage access of 72% which were targeted giving the water sector $(2/2)*100 = 100\%$ leading to the sector score 10 and there were other three (3) sub counties which were also targeted with percentage access above the District safe water coverage and they were as follows;</p> <ol style="list-style-type: none"> 1. Acowa sub county with 95% 2. Akoromit sub county with 92% 3. Obalanga sub county with 95 % 	10
<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. <ul style="list-style-type: none"> o If 100 % of the water projects are implemented in the targeted S/Cs: Score 15 o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>There was evidence that the district Water department implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the FY2018/19</p> <p>The LG planned and budgeted to drill six (6) number borehole each at Ugx.19,035,086, Design of piped water supply scheme at Ugx5,200,000 and construction of piped water supply scheme at Ugx.47,200,000 leading to the total development of Ugx. 171,400,000 against annual expenditure of Ugx.172,635,086 fourth quarter progress report giving</p> <p>$(172,635,086/171,400,000) * 100 = 100.72\%$ this led to the sector score 15 since the budget variation was only 0.72% above the planned.</p>	15
Monitoring and Supervision			

The district Water department carries out monthly monitoring of project investments in the sector

Maximum 15 points for this performance measure

Evidence that the district Water department has monitored each of WSS facilities at least annually.

- If more than 95% of the WSS facilities monitored: score 15
- 80% - 95% of the WSS facilities - monitored: score 10
- 70 - 79%: score 7
- 60% - 69% monitored: score 5
- 50% - 59%: score 3
- Less than 50% of WSS facilities monitored: score 0

There was evidence that the district Water department monitored WSS facilities at least annually according to the following monitoring supervision reports;

Since the DWO had no the project management plan covering all the WSS facilities and the quarterly PBS out put could not clearly quantify the monitoring conducted at the WSS, PAT could not easily get number of facilities targeted by the sector annually however from the monitoring reports seen all new construction projects six (6) in number were monitored thereby $(6/6) \times 100 = 100\%$ of WSS facilities hence the score of 15

- Activity reports dated 15th February,2019 include, Obedo source in Obalanga sub county

Okungur in Okungur sub county and Apokor borehole and Ongpai Ibuga Agolibu B Amoru

- In the report dated 8th May,2019, Olangoi borehole in Obalanga sun county and Atiida borehole in Kapelebyong sub county were visited

The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE

Maximum 10 for this performance measure

- Evidence that the district has submitted accurate/consistent data for the current FY: Score 5

There was evidence that the District water department submitted accurate/consistent data report in FY 2018/2019 on the following dates;

- Quarter fourth (4th) quarter data report was submitted on 19th Augsut,2019 and it consisted the following,

Obedo source in Opot parish, Obalanga sub county submitted on 11th February,2019

Okoboi source Okoboi parish and Kenya Cell Olabai parish Kapelebyong sub county submitted on 15th February,2019

Okungur source Aibet parish Okungur sub county (2) submitted on 2nd February,2019

India source in Opot parish Obalanga sub county submitted on 13th February,2019

Agalibu B source Labira parish Obalanga sub county submitted on 16th February,2019

To the Permanent Secretary Ministry of Water and Environment

The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE

- List of water facility which are consistent in both sector MIS reports and PBS: score 5

The list of water facilities which were found to be consistent in both sector MIS reports and PBS were;

- Ogeesek, Odongai in Okungur
- Angica, Obedo in Obalang
- Kenya in Kapelebyong

Maximum 10 for this performance measure

Procurement and contract management

The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget

Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4

There was no evidence that the sector had submitted in put for the district procurement plan.

0

Maximum 4 for this performance measure

The district has appointed Contract Manager and has effectively managed the WSS contracts

- If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2

During the assessment period, it was observed that CAO appointed the project manager to manage water projects on 4th April, 2019 there was however no evidence that the contract manager prepared a contract management plan to effectively implement the water project prepared contract implementation plans

0

Maximum 8 points for this performance measure

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p>	<ul style="list-style-type: none"> • If water and sanitation facilities constructed as per design(s): score 2 	<p>The construction of the sampled Water and sanitation facilities visited was as per design i.e.;</p> <ul style="list-style-type: none"> • Construction of Borehole at Okoboi in Kapelebyong sub county. • Construction of Borehole at India in Obalanga sub county. • Construction of Borehole source at Kenya Cell in Kapelebyong sub county, <p>These facilities were required to have a water channel constructed at a right gradient and equal to 6.0m from the B.O.Q which was done as required</p>	<p>2</p>
<p>Maximum 8 points for this performance measure</p>			
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p>	<ul style="list-style-type: none"> • If contractor handed over all completed WSS facilities: score 2 	<p>The Performance assessment team observed that the contractor handed over all borehole drilling projects.</p> <p>A completion report dated February,2019 for borehole siting drilling of 8 boreholes in Kapelebyong district by ICON Projects Ltd to Kapelebyong LG received by the DWO/DE</p>	<p>2</p>
<p>Maximum 8 points for this performance measure</p>			
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p>	<ul style="list-style-type: none"> • If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>There was evidence that the DWO appropriately certified all WSS projects and prepared and filed completion reports. Some of the reports availed to PAT during the period of assessment were;</p> <ul style="list-style-type: none"> • Certificate of project commissioning dated 13th August,2019 	<p>2</p>
<p>Maximum 8 points for this performance measure</p>		<p>Certificate of practical completion to ICON projects Ltd prepared on 19th May,2019 for drilling Boreholes at Ugx.176,291,200</p>	
<p>The district Water depart- ment has certified and initi- ated payment for works and supplies on time</p>	<ul style="list-style-type: none"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>This performance measure could not be verified by the performance assessment team as most payment vouchers had been taken to Soroti by the external auditors</p>	<p>0</p>
<p>Maximum 3 for this performance measure</p>			

Financial management and reporting

The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit

- Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5

No evidence was availed to prove that the department submitted the annual performance report including all quarterly reports to the Planner for the previous FY 2018/2019

0

Maximum 5 for this performance measure

The District Water Department has acted on Internal Audit recommendation (if any)

- Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year

The internal audit report dated 30th January,2019 and received by the Director of Internal Audit on 30th May,2019 under headline 'Works and Technical services' on page 26 and 27 it was observed that the internal audit raised four (4) queries which had not been cleared by the time of assessment

0

Maximum 5 for this performance measure

o If sector has no audit query score 5

o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3

If queries are not responded to score 0

Governance, oversight, transparency and accountability

The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council

- Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3

There was evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee but not all the four quarters were discussed and some of the sampled meetings included;

0

Maximum 6 for this performance measure

On 13th May,2019 under minute 05/13/5/wrks/2019 and issues discussed was about the water sector budget of Ugx 513,403/841,

On 28th March,2019 under minute 05/26/3/wrks/2019 issues discussed was the water sector performance for quarter two (2)

On 10th January,2019 under minute 05/10/1/wrks/2019 issues discussed was the water sector performance for quarter one (1)

The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council

- Evidence that the water sector committee has presented issues that require approval to Council: score 3

There was evidence that the water sector committee presented issues that require approval to Council for two quarters only

0

Maximum 6 for this performance measure

The district Water department has shared information widely to the public to enhance transparency

- The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2.

There was no evidence that the water sector had displayed AWP, budget and the Water Development grant releases and expenditures to the public

0

Maximum 6 points for this performance measure

The district Water department has shared information widely to the public to enhance transparency

- All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2

During the assessment it was observed that all WSS projects are clearly labelled with name of the project, date of construction, the contractor and source of funding. Some of the sampled visits included;

- At Okoboi Source constructed by ICON. Ltd on 23th February,2019 source of funding Ministry of Water DWD 69517

- Obedo in Opot parish Obalanga sub county on 24thFebruary,2019 constructed by ICON. Ltd the ministry

of funding Ministry of Water

At Agalibu Source constructed by ICON. Ltd on 23th February,2019 source of funding Ministry of Water DWD 69517

2

Maximum 6 points for this performance measure

The district Water department has shared information widely to the public to enhance transparency

- Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2

There was no evidence that Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards.

0

Maximum 6 points for this performance measure

Participation of communities in WSS programmes	<ul style="list-style-type: none"> If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	There was no evidence availed during assessment that communities apply for water/public sanitation facilities as per the sector critical requirements and no evidence of the community contribution was seen.
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Maximum 3 points for this performance measure

Participation of communities in WSS programmes	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>During the assessment period the assessment team visited water sources and it was observed that the sampled sources were fenced among these were;</p> <ul style="list-style-type: none"> Okoboi and Kenya cell sources in Kapelebyong sub county Obedo, and Agalibu sources in Obalanga sub county <p>There was no community contribution towards capital development because the district had not yet been formed</p> <ul style="list-style-type: none"> Though the LGs earn a point in this area, there is need to include all borehole maintenance activities otherwise they just fence and the drainage system which is a critical area (spread of diseases) is left unattended to this applies to almost all LGs.
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Maximum 3 points for this performance measure

Social and environmental safeguards

The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>During the assessment period it was observed that environmental screening for the water project was conducted for all WSS project sites environmental and social screening report dated 31st January,2019. The scope of screening covered the following sites, Apopong Kenya village in Kapelebyong TC, Obedo and Angica of Obalanga sub county, Apokor,Ibuga and Airabet villages of Okungu sub county and no any negative impact was identified.</p>
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Maximum 4 points for this performance measure

The LG Water department has devised strategies for environmental conservation and management

- Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1

It was observed that Kapelebyong LG provided a follow up support in case of unacceptable environmental concerns in the water projects by preparing the environmental management plan 31st January,2019 and environmental compliance monitoring report dated 30th April,2019 in which findings of non-compliance to environmental issues was not carried out by the contractor

1

Maximum 4 points for this performance measure

The LG Water department has devised strategies for environmental conservation and management

- Evidence that construction and supervision contracts have clause on environmental protection: score 1

During the assessment period it was observed from the borehole drilling bills of quantities for example, that there was no clause on environmental protection

0

Maximum 4 points for this performance measure

The district Water department has promoted gender equity in WSC composition.

- If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3

During the assessment four (5) water user committee files were sampled and it was observed that all the water user committees were composed of nine (9) members but out of five (5) sources sampled all had less than 50% composition of women leading the department to score zero (0) in this area details;

0

Maximum 3 points for this performance measure

- At Okungur water source in Okunur sub county consisted seven (9) members and three (3) were women.

- At Obedo water source in Obalanga sub county consisted nine (9) members and two (2) were women.

- At Agabibu water source in Okungur sub county consisted nine (9) members and three (3) were women.

At Apopong water source in Okungur sub county consisted nine (9) members and three (3) were women.

Gender and special needs-sensitive sanitation facilities in public places/

• If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3

During the visit of the assessment team to the public sanitation facilities at Kapelebyong district headquarters, it was observed that he facility had adequate access and separate stances for men, women but with no PWDs

RGCs provided by the Water Department.

Maximum 3 points for this performance measure