



LGMSD 2022/23

Apac District

(Vote Code: 502)

Assessment	Scores
Crosscutting Minimum Conditions	55%
Education Minimum Conditions	100%
Health Minimum Conditions	80%
Water & Environment Minimum Conditions	75%
Micro-scale Irrigation Minimum Conditions	30%
Crosscutting Performance Measures	58%
Educational Performance Measures	70%
Health Performance Measures	61%
Water & Environment Performance Measures	77%
Micro-scale Irrigation Performance Measures	72%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Service Delivery Outcomes of DDEG investments Maximum 4 points on this performance measure	- Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): - If so: Score 4 or else 0	There were no DDEG infrastructure projects initiated in FY 2022/2023. Instead, the funds were used to make Architectural designs for the District Council Hall.	4
2	N23_Service Delivery Performance Maximum 6 points on this performance measure	The average score in the overall LLG performance assessment increased from previous assessment. - By more than 5%, score 3 1 to 5% increase, score 2 - If no increase, score 0 NB: If the previous average score was 95% and above, Score 3 for any increase.	The average score for 2022 was indicated Not Applicable meaning the LG did not undertake LLGs assessment and for 2023 was 70%. Therefore, the IVA for no base data to determine whether there was an increase or not and therefore the LG was scored zero.	0
2	N23_Service Delivery Performance Maximum 6 points on this performance measure	b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY. - If 100% the projects were completed : Score 3 - If 80-99%: Score 2 - If below 80%: 0	The LG had no infrastructural projects implemented in the FY 2022/2023 with the DDEG funds that could be assessed for 100% completeness.	3

3	Investment Performance Maximum 4 points on this performance measure	a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines: Score 2 or else score 0.	There was no evidence that the LG implemented infrastructural projects in the FY 2022/2023. DDEG funds were instead used to produce engineering/architectural design for the District Council Hall.	0
3	Investment Performance Maximum 4 points on this performance measure	b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates, score 2 or else score 0	Apac DLG did not plan for DDEG infrastructure projects as per approved procurement plan for FY 2022/2023 dated 25th August 2022. Only Service project was incorporated. For instance • Provision of Engineering/Architectural designs for Apac District Council Complex at a budget of UGX 75,000,000 indicated on page 1.	2

Performance Reporting and Performance Improvement

Accuracy of reported information

Maximum 4 points on this Performance Measure

a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,

score 2 or else score 0

According to the staff list obtained from the HRO, the sub-counties had positions filled to the minimum required standards which are; a SAS, CDO, SAA, at least one extension worker and a Town Clerk and SCDO for TCs. Below are the details of the three sub-counties sampled;

Akokoro S/C;

1. Abongo Innocent-Senior Assistant Secretary
2. Kimeze George William-Community Development Officer
3. Apio Mary Stella-Accounts Assistant
4. Amute Willy-Agricultural Officer
5. Odyek Ceaser- Fishery Officer
6. Ekwang Silvesto- Assistant Animal Husbandry Officer

Ibuje S/C;

1. Oringa Bonny-Senior Assistant Secretary
2. Anok David-Community Development Officer
3. Ocen Nixon-Senior Accounts Assistant
4. Aloka Bonny-Agricultural Officer
5. Odongo Jimmy-Assistant Fisheries Officer
6. Okello Geoffrey Joe-Assistant Veterinary Officer

Akokoro TC

1. Obal Wilbert -Town Clerk
2. Omony Alex Tobby- Principal Township Officer
3. Apio Mary Stella -Senior Accounts Assistant
4. Orech Robinson-Senior Community Development Officer
5. Amute Willy-Agricultural Officer

Therefore staffing standards were accurate

4	Accuracy of reported information Maximum 4 points on this Performance Measure	b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG: • If 100 % in place: Score 2, else score 0. Note: if there are no reports produced to review: Score 0	There was no DDEG infrastructure projects implemented by the LG in the FY 2022/2023.	2												
5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise; If there is no difference in the assessment results of the LG and national assessment in all LLGs score 4 or else 0 NB: The Source is the OPAMS Data Generated by OPM.	The scores obtained from the sampled LLGs from the District assessment and from the LLG IVA outside the performance range of -/+ 10 which implied that the assessment was not credible. The comparative analyzed data was as presented below; <table><tr><td></td><td>DLG</td><td>IVA</td></tr><tr><td>Apac S/C</td><td>67</td><td>61</td></tr><tr><td>Akokoro T/C</td><td>82</td><td>61</td></tr><tr><td>Chegere S/C</td><td>57</td><td>69</td></tr></table>		DLG	IVA	Apac S/C	67	61	Akokoro T/C	82	61	Chegere S/C	57	69	0
	DLG	IVA														
Apac S/C	67	61														
Akokoro T/C	82	61														
Chegere S/C	57	69														
5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results. Score: 2 or else score 0	The LG did not develop any Performance Improvement Plan for the 30% of the lowest performing LLGs	0												

5	N23_Reporting and Performance Improvement Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY: Score 2 or else score 0	The DLG did not implement the PIP for the lowest performing LLGs in the FY 2022/2023.	0
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Human Resource Management and Development

6	Budgeting for and actual recruitment and deployment of staff Maximum 2 points on this Performance Measure	a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED. Score 2 or else score 0	There was no evidence provided that Apac DLG consolidated and submitted the staffing requirements for the FY 2024/2025 inclusive of all budget estimates for wage, pension, and gratuity with a copy to the respective MDAs and MOFPED as required.	0
7	Performance management Maximum 5 points on this Performance Measure	a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI): Score 2 or else score 0	There was no evidence that Apac DLG conducted any tracking and analysis of staff attendance as required by MPS CSI at the time of assessment	0
7	Performance management Maximum 5 points on this Performance Measure	i. Evidence that the LG has conducted an appraisal with the following features: HODs have been appraised as per guidelines issued by MoPS during the previous FY: Score 1 or else 0	Out of the 9 HoDs for Apac DLG only 2 had conducted their appraisals for FY 2022/2023 as follows; 1. Dr. Ongu Elim James the District Production and Marketing Officer was appraised by Mr. Okaka Geoffrey the Chief Administrative Officer on 30th June 2023. 2. Elyak Bosco the District Education Officer was appraised by Okaka Geoffrey the Chief Administrative Officer on 2nd June 2023.	0

7	Performance management Maximum 5 points on this Performance Measure	ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines: Score 1 or else 0	During the FY 2022/2023, Apac DLG implemented the administrative rewards and sanctions as follows; A meeting was held on 5th January 2023 which received the following cases; abscondment from duty, late coming, drunkenness and failure to adhere to the Public services standing orders. The assessor picked the case for Ms. Acen Susan the Assistant Chief Administrative Officer who adamantly refused to report for duty despite the fact that several attempts were made for her to come back to office. Resolution; Ms. Acen Suzan be temporarily deleted from the payroll if she continues not to report for duty.	1
7	Performance management Maximum 5 points on this Performance Measure	iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional. Score 1 or else 0	There was no evidence provided that Apac DLG established a Consultative Committee (CC) for staff grievance redress at the time of assessment.	0
8	Payroll management Maximum 1 point on this Performance Measure or else score 0	a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: Score 1.	Records from the HR Office indicated that APAC DLG recruited Education Assistants and Parish Chief during the FY 2022/2023 and all accessed payroll within two months after assuming their positions.	1

Pension Payroll
management

Maximum 1 point on
this Performance
Measure or else score 0

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

Score 1.

Records from the HR Office indicated that there
were 7 staff that retired in FY 2022/2023 and
accessed the pension payroll as follows;

1. Oyuku Lawrence Education Assistant II retired
on 22nd August 2022 and accessed the pension
payroll in December 2023
2. Acen Esther Education Assistant II retired on
5th November 2022 and accessed the pension
payroll in December 2023
3. Ojok Alfred Otim Assistant Education Officer
retired on 5th November 2022 and accessed the
pension payroll in December 2023
4. Adoko David Mortuary Attendant retired on
26th April 2023 and accessed the pension payroll
in December 2023
5. Oleke George Walter Education Assistant II
retired on 6th August 2022 and accessed the
pension payroll in December 2023
6. Otile Patrick George Senior Accounts Assistant
retired on 6th January 2023 and accessed the
pension payroll in December 2023
7. Opio Benard Head teacher Secondary retired on
23rd July 2022 and accessed the pension payroll
in December 2023

However, not all the retirees accessed the pension
payroll within two months after retirement.

Management, Monitoring and Supervision of Services.

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery Maximum 6 points on this Performance Measure	a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY: Score 2 or else score 0	The evidence from the release schedules indicates that they were done in two tranches of Quarter two and Quarter three shows that the transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY as per the releases below: Akokoro S/C Ushs 26,641,396 Apac S/C Ushs 23,800,172 Chegere S/C Ushs 31,093,128 Teboke S/C Ushs 5,572,459 Ibuje S/C Ushs 39,059,409 Ibuje T/C Ushs 5,580,455 Apoi S/C Ushs 5,572,459 Akokoro T/C Ushs 5,580,455 The total transfers to all the LLGs in the LG totalled to Ushs 142,829,928 which was the Actual amount released by MoFPED for the FY 2022/2023. The above transfers were made in two instalments dated: Quarter 2 - Ushs 47,609,976 was transferred on 11th November 2022 Quarter 3 - Ushs 95,219,952 was transferred on 1st February 2023.	2
10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery Maximum 6 points on this Performance Measure	b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget: Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED). Score: 2 or else score 0	There was no evidence that the LG did timely warrant/verify of direct DDEG transfers to LLGs for the FY 2022/2023, in accordance with the requirements of the budget as per copy of the warrant availed to the PAT; Quarter 2 warrant was done on 11th November October 2022 which was 17 working days after approval by the MoFPED on 19th October 2022. Quarter 3 warrant was done on 18th January 2023 while approval was on 1st February 2023 which was 10 working days after approval by the MoFPED. The LG was not compliant with the 5 working days after receipt of the cash limits from the MoFPED.	0

10	N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery Maximum 6 points on this Performance Measure	c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter: Score 2 or else score 0	The re was no evidence that the LG invoiced and communicated to all DDEG transfers to LLGs released in each quarter as indicated below; Quarter 2 funds were uploaded on 25th October 2022 and the LG transferred to LLGs on 11th November 2022 which was more than 5 working day from the date of receipt of releases from MoFPED Quarter 3 funds were uploaded on 24th January 2023 and the LG transferred to LLGs on 1st February 2023 which was 5 working days from the date of receipt of releases from MoFPED From the above observation the LG did not comply with the 5 working days deadline as per the requirement.	0
11	Routine oversight and monitoring Maximum 4 points on this Performance Measure	a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines: Score 2 or else score 0	There was no evidence that District supervised and mentored all LLGs in the District regularly at least once per quarter to be consistent with the guidelines. the LG only mentored the LLGs in Quarters 1 as per the report below; In Q1: The LLGs were mentored the Planning cycle and LLG Development Planning guidelines, human resource critical matters; cross cutting issues. The exercise was conducted from 6th to 0th March 2023 as per the report dated 16th March 2023 signed by the Senior Planner. The LG did not follow the guidelines to mentor the LLGs in all the quarters.	0
11	Routine oversight and monitoring Maximum 4 points on this Performance Measure	b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up: Score 2 or else score 0	From the reviewed DPTC meeting minutes, there was no evidence that the results/reports of support supervision and monitoring visits were discussed to make recommendations for corrective actions and followed-up.	0

Investment Management

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:

Score 2 or else score 0

Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0

The LG maintained an up-dated assets register covering details on buildings, vehicle, etc. which clearly indicated the details of all assets as evidenced from the IFMIS Records of the Asset register for assets update between 1st April 2022 and 30th June 2023

For example:

Machinery and equipment - Transport particulars like description, serial number, manufacturer, property type, new or used Category, cost/donation, location, Engine No. Chassis No. Type, Model, Year of acquisition, condition and responsible person, particulars of maintenance.

e.g. Asset Number 538653; Description: Buildings and Structures (Roads and Bridges) etc., condition: New,

Computers: Laptop Computer HP 1.8GHZ, Asset Number M31292; Tag Number ADLG/ADMIN/003Category, cost, location, department date of purchase, Model, serial No.

added in 2022/2023 FY

And assets acquired in the FY2022/2023 were recorded in the asset register.

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:

Score 1 or else 0

There was evidence that the LG used the Board of Survey Report of the FY 2021/2022 recommendations to rightly follow and make Assets Management decisions concerning procurement of new assets, maintenance of existing assets, and disposal of asset.

Evidence that the LG used the Board of Survey Report of the FY 2021/2022 is presented in the

TREASURY FORM 44 as follows:

Previous recommendation 1: Marking /engraving of all tangible assets

Action Taken:

In process; however, some of the Heads of Departments and Units have adopted the dummy numbers and started to mark/engrave the assets that were not engraved e.g. Apac General Hospital, Kidilani HCIII, and Kungu HC III

Previous recommendation 2:

Receiving new/donated items in the store and recording them with their original values

Action taken:

Both the District Inventory and Management Officer and the sub-counties have been tasked to update the registers.

Previous recommendation 3:

Asset register should be updated from time to time

Action taken:

The asset register is updated monthly

The Treasury Form 44 was signed by the following members of the Board of Survey:

Chief Finance Officer – Abang Loyce 30/08/2023

Internal Auditor- Opio Boi – 30/08/2023

DCAO - Muboki Paul – 30/08/2023

Procurement Officer - Atala Gerald – 30/08/2023

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.

The LG had a Physical Planning Committee as evidenced by the appointment letter Ref CR/164/2 dated 4th July 2022 signed by the CAO Mr. Muboki Paul. The committee was fully functional and held all the quarterly meetings in the FY 2022/23 as per the minutes of the meeting availed to the PAT;

Quarter 1 - meeting was held on 25th August 2022.

Quarter 2 - meeting was held on 18th November 2022.

Quarter 3 - meeting was held on 2nd March 2023.

Quarter 4 - meeting was held on 12th May 2023.

The meetings were held every quarter and the minutes were submitted to the MoLHUD on 8th December 2023 as per the guidelines.

12	Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure	d. For DDEG financed projects; Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP: Score 2 or else score 0	There was evidence that the LG conducted desk appraisals for the infrastructure development projects implemented in the FY 2022/2023 to confirm they were derived from the DDP III as per the samples below; • Construction of a semi-detached house and two - stance drainable latrine at Kidilani HC III at a cost of Ushs 22,000,000 with funding from SDG (DDP III page 87) • Construction of a semi-detached house and two - stance drainable latrine at Kungu HC III at a cost of Ushs 22,000,000 with funding from SDG (DDP III page 87); this is reflected on Page 87 of the Apac DDP III • Construction of two production wells at Teboke and Agoga at a cost of Ushs 22,000,000 with funding from SDG (DDP III page 91). • Construction of seven deep wells at Wtim A, Awany, Tarogali, Acengley, Arwotoleko, Corner-Adek market and Lelaat a cost of Ushs 77,000,000 with funding from SDG (DDP III page 91). • Construction of modern maternity ward and placenta pit, 4-stance drainable pit latrine and medical waste pit at Aganga HC with funding from SDG (DDP III page 88). The projects were recommended for field appraisal since they were within the DDP III and in the approved budget for FY 2022/2023.	2
12	Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure	For DDEG financed projects: e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY: Score 2 or else score 0	The field appraisal report dated 12th August 2022 indicated that the projects implemented in the FY 2022/2023 were appraised for environmental and social acceptability by the hosting communities and mitigation measures put in place. The appraised projects included; • Construction of a semi-detached house and two - stance drainable latrine at Kidilani HC III at a cost of Ushs 22,000,000 (Approved Budget page 10) • Construction of a semi-detached house and two - stance drainable latrine at Kungu HC III at a cost of Ushs 22,000,000 (Approved Budget page 10) • Construction of two production wells at Teboke and Agoga at a cost of Ushs 22,000,000 (Approved Budget page 10) • Construction of seven deep wells at Wtim A, Awany, Tarogali, Acengley, Arwotoleko, Corner-Adek market and Lelaat a cost of Ushs 77,000,000 (Approved Budget page 10) The report recommended for the implementation of the projects since the funding was available	2

12	Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure	f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines: Score 1 or else score 0.	There was evidence that the LG developed the project profiles with costing for the FY 2023/2024 and were discussed in the DTPC meeting held on 12th of April 2023 under Min. 05/04/2023 presentation of and discussion of project profiles with costing for FY 2023/2024. The project profiles discussed included: • Construction of 5 –stances Drainable latrine at Ayomjeri Primary School at a cost of Ushs 27,048,010 with finding from SDG. • Construction of 5 –stances Drainable latrine at Aketo Annex Primary School at a cost of Ushs 29,720,350 with finding from DDEG. • Construction of 5 –stances Drainable latrine at Kwibale Primary School at a cost of Ushs 50,281,000 with finding from SDG. • Construction of a semi-detached staff house with a two - stance drainable latrine at Kungu HCIII in Akokoro S/C at a cost of Ushs 140.000.000 with funding from DDEG. • Construction of a semi-detached staff house with a two - stance drainable latrine at Kaludini HCIII in Tebeko S/C at a cost of Ushs 140.000.000 with funding from SDDEG.	1
12	Planning and budgeting for investments is conducted effectively Maximum 12 points on this Performance Measure	g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists: Score 2 or else score 0	There were no DDEG projects screened for the current FY 2023/2024.	0
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan Score 1 or else score 0	There was evidence that infrastructure projects for the current FY 2023/2024 to be implemented using the DDEG was incorporated in the LG approved procurement plan dated 25th July 2023. For instance; • For remodelling and rehabilitation of OPD block under DDEG/EY Support at a budget of UGX 37,827,836 indicated on page 2. • Construction of a 5 stance toilet at Ibuje S/C under DDEG at a budget of UGX 13,000,000.	1

13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0	There was no evidence that the infrastructure projects to be implemented in the FY 2023/2024 under DDEG were approved by the contracts committee. Noted procurement for these projects had not been completed by the time of assessment.	0
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines: Score 1 or else 0	There was evidence that the LG established project implementation teams for projects in FY 2022/2023. For instance; • A letter by Mboki Paul the CAO dated 6th April 2023 appointing the following as members of the project implementation team for project under Education in FY 2022/2023 was presented; Aguma Tom Edward the Ag. District Engineer as a project manager, Elyak Bosco the District Education Officer as a contract manager, Okao Isaac the Labour Officer as a member, Otimoi Jaspher the Environment Officer as a member, Okello Tom the CDO as a member, Ejang Scovia the Assistant Engineering Officer Civil as a Clerk of Works. • A letter by Mbiko Paul the CAO dated 13th January 2023 appointing the following as members of the project implementation team for health projects in FY 2022/2023 was presented; Oceng Francis Leone the DHO as a contract manager, Aguma Tom Edward the Ag. District Engineer as a project manager, Okao Isaac the Labour Officer as a member, Otimoi Jaspher the Environment Officer as a member, Okello Tom the CDO as a member, Ejang Scovia the Assistant Engineering Officer Civil as a Clerk of Works.	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer: Score 1 or else score 0	The LG did not plan for DDEG infrastructure projects as per approved procurement plan by Okaka Geoffrey dated 25th August 2022.	1
13	Procurement, contract management/execution Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to	There was evidence that the LG provided supervision by relevant technical officers of each infrastructure project prior to verification and certification of works in FY 2022/2023. For example;	2

verification and certification of works in previous FY. Score 2 or else score 0

- For construction of 5 stance drainable latrine at Aketo P/S, a request for payment by M/S Kunta Logistics Ltd was dated 25th May 2023. A monthly joint report for the construction of five stance drainable latrine at Aketo Annex P/S in Ibuje S/C by Okwir Johnson the Assistant Engineering Officer, Okullu Haron the Environmental Officer and Okello Tom the DCDO in which the substructure and roof was reported at 90% and 100% respectively was dated 19th June 2023. Another report by the same relevant Officers in which the substructure and roof was reported at 0.1% and 0% respectively was dated 24th May 2023. Certificate of payment 01 issued on 12th June 2023 was signed by District Engineer, the Environment Officer and the DCDO on 12th June 2023. Voucher 6418480 was effected on 27th June 2023.

- For construction a semi - detached staff house with a two stance drainable latrine at Kungu HC III, a request for payment by M/S Megum Technical Services Ltd was dated 21st April 2023. A technical report by Aguma Tom Edward the District Engineer to the CAO in which he reported physical progress of work at 46.78% was dated 26th April 2023. An environmental and social safeguard monitoring report on semi-detached staff house with two stance drainable latrine construction by the DCDO and Environment Officer in which they recommended the site to immediately be hoarded was dated 31st October 2022. Certificate of payment 01 issued on 4th May 2023 was signed by District Engineer on 4th May 2023, Environment Officer on 9th May 2023, DCDO on 8th May 2023. Voucher 5760431 was effected on 30th May 2023.

- For sitting, drilling and construction of 7 boreholes, a request for payment by M/S KLR Uganda Ltd was dated 5th June 2023. A report on hydrological survey, drilling, test pumping, casting and installation of 7 boreholes in Apac to CAO by Okwir Patrick in which he reported that all construction processes had been successfully completed and confirmed contractor's payment to be processed was dated 2nd June 2023. An environment and social monitoring report for deep wells and production wells construction by Okullu Haron the environment Officer and Okello Tom the DCDO in which they recommended training of water user committees and the use of concrete poles as opposed to wood was dated 27th June 2023. Certificate of payment 01 issued on 5th June 2023 was signed by DWO on 5th June 2023, District Engineer, District Environment Officer and DCDO on 12th June 2023. Voucher 6411740 was effected on 27th June 2023 and acknowledged by contractor on 29th June 2023.

Procurement, contract management/execution

Maximum 8 points on this Performance Measure

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

Score 1 or else score 0

There was evidence that the LG verified works and initiated payments of contractors within specified time frames as per contract within 2 months.

For example;

- Construction of 5 stance drainable latrine at Aketo P/S, a request for payment by M/S Kunta Logistics Ltd was dated 25th May 2023, Certificate of works No; 1 issued on 12th June 2023 was signed by District Engineer, the Environment Officer and the DCDO on 12th June 2023 and payment was done on 27th June 2023.

- Construction a semi -detached staff house with a two-stance drainable latrine at Kungu HC III, a request for payment by M/S Megum Technical Services was dated 21st April 2023. Certificate of works No; 1 issued on 4th May 2023 was signed by District Engineer on 4th May 2023, Environment Officer on 9th May 2023, DCDO on 8th May 2023 and payment done on 30th May 2023.

- Sitting, drilling and construction of 7 boreholes, a request for payment by M/S KLR Uganda Ltd was dated 5th June 2023. Certificate of works No; 1 issued on 5th June 2023 was signed by DWO on 5th June 2023, District Engineer, District Environment Officer and DCDO on 12th June 2023, payment was done on 27th June 2023.

Procurement, contract management/execution Maximum 8 points on this Performance Measure	g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law: Score 1 or else 0	The LG had complete procurement files in place for each contract with all records as required by PPDA Law. For Example; • For construction of 5 stance drainable latrine at Aketo Annex P/S, procurement ref: Apac502/WRKS/2022-2023/00010, the file had an Evaluation Report signed by the Evaluation Committee on 13th March 2023 recommending award to M/S Kunta Logistics Ltd at a contract price of UGX 29,720,350. The Contracts Committee approved the Evaluation Report on 14th March 2023 under minute number CC/07/03/2022-2023 and the contract between the parties was signed on 4th April 2023. • For construction of semi-detached staff house with 2 stance drainable latrine at Kungu HC III, procurement ref: Apac502/WRKS/2022-2023/00005, the file had an Evaluation Report signed by the Evaluation Committee on 7th November 2022 recommending award to M/S Megum Technical Services Ltd at a contract price of UGX 162,160,950. The Contracts Committee approved the Evaluation Report on 10th November 2022 under minute number CC/03/11/2022-2023 and the contract between the parties was signed on 9th December 2022. • For rehabilitation of 10 deep wells, procurement ref; Apac502/WRKS/2022-2023/00004, the file had an evaluation report signed by the Evaluation Committee on 7th November 2022 recommending award to M/S Amidi General Services Ltd at a contract price of UGX 67,000,000. The Contracts Committee approved the evaluation report on 10th November 2022 under minute number CC/03/11/2022-2023 and the contract between the parties was signed on the 9th December 2022.
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Environment and Social Safeguards

14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	a. Evidence that the District/Municipality has i) designated a person to coordinate response to feed-back (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant. Score: 2 or else score 0	There was evidence that the LG designated a person to coordinate response to feedback and established a centralised Grievance Redress Committee. There was appointment to grievance redress committee dated 1st July 2022 to the Focal Person and members as follows: 1. The Chief Administrative Officer as Chairperson. 2. DCDO as secretary/Focal Person 3. District Health Officer as member 4. District Education Officer as member 5. Senior Labor Officer as member 6. Principal Human Resource as member 7. ACFODE- Civil Society as member 8. Bishop – Religious Leader as member 9. District Engineer as member 10. Representative from Lower Local Government as member The main role was to address community concern, reduce risks and assist other processes to create positive impact in the project execution. The letter was signed by Okaka Geoffrey the CAO.	2
14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices. If so: Score 2 or else 0	The LG had a log book titled “Apac Complaints Log Book” It contained Ref no. date received, mode of receipt, name of complainant, description of complaints and action taken. There were complaints registered in the log book, for instance; On 11th August 2023, Okello Moses recorded a complaint that while working on the road (Corner Aketo road), the contractor dumped soil and trees in his garden and he wanted it removed. There was a meeting held on 14th August 2023 with the contractor and the committee asked him to remove the soil and trees from Moses’s garden which he did. This was resolved the following day 15th August 2023. There was a mechanism in place that guides the district GRC.	2

14	Grievance redress mechanism operational. Maximum 5 points on this performance measure	c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress. If so: Score 1 or else 0	There was a reporting chart that was publicized at the sub-counties. From bottom top was project level (GRC) to sub-county level (GRC) to District level (GRC) – Organization structure. It also pointed out that the complaints should be directed to the Focal Person.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0	There was evidence that the Environment, Social and Climate change interventions were integrated into LGDP, AWP and budgets complied with as elaborated below: Sub programme 01- Environment and Natural Resources Management (Apac DPP III pages 55-57 and 147 and Approved Budget amount Ushs 55,880,0000 (LG Approved Budget Estimates – no page numbers - FY 2022/23) Interventions that were planned for: Wetland and lakeshore management (demarcation of wetland and lakeshore) – at a cost of Ushs 16,000,000; Community sensitization on sustainable use of wetland and lakeshore at a cost of Ushs 10,500,000 Forest Sector Management (Forest inspections and regulation enforcement – at a cost of Ushs 9,000,000; restoration of degraded forests and increasing forest including establishing tree nurseries at a cost of Ushs 18,000,000 Land management – Ushs 3,300,000	1

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management score 1 or else 0	There was no evidence presented that the LG had disseminated to LLGs the enhanced DDEG guidelines to the LLGs.	0
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation): c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary: score 3 or else score 0	There were no DDEG infrastructure initiated in the FY 2022/2023, therefore the BoQs were not required	3
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change. Score 3 or else score 0	There were no infrastructure initiated in the FY 2022/2023, therefore projects with additional costings on impact of climate change could not be verified.	3

15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: Score 1 or else score 0	There were no DDEG infrastructure initiated in the FY 2022/2023, therefore proof of land ownership was not required.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports: Score 1 or else score 0	There were no infrastructure initiated in the FY 2022/2023, therefore support supervision reports were not required.	1
15	Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: Score 1 or else score 0	There was no infrastructure initiated in the FY 2022/2023, therefore certificates of compliance were not required.	1

Financial management

LG makes monthly Bank reconciliations

Maximum 2 points on this Performance Measure

a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:

Score 2 or else score 0

There was no evidence that the LG made monthly bank reconciliations up to 30th June 2023 and up-to date in the current FY 2023/2024 at the time of the assessment as per the printed copies of the reconciled bank accounts availed to Performance Assessment Team as detailed below:

FY2022/2023

BANK STATEMENT AS 30TH JUNE 2023

A/C Name: APAC DLG UWEP Recovery

A/C No: 3100041373

Bank Name: STANBIC UGANDA LIMITED – APAC Branch

Reconciled up to 30th June 2023 with a Bank balance of Ushs 2,921,975

BANK STATEMENT AS 30TH JUNE 2023

A/C Name: Apac District LG General Fund A/c

A/C No: 140060954101

Bank Name: STANBIC UGANDA LIMITED – APAC Branch

Reconciled up to 30th June 2023 with a Bank balance of Ushs 9,398,725

BANK STATEMENT AS 30TH JUNE 2023

A/C Name: APAC DLG UWEP Recovery

A/C No: 3100041373

Bank Name: STANBIC UGANDA LIMITED – APAC Branch

Reconciled up to 30th June 2023 with a Bank balance of Ushs 2,921,975

A/C Name: Apac District Livelihood Project

A/C No: 7912100008

Bank Name: CENTENARY RURAL DEVELOPMENT BANK LIMITED – APAC Branch

Reconciled up to 30th June 2023 with a Bank balance of Ushs 2,747,491

A/C Name: APAC DISTRICT LG ACDP

A/C No: 9030016990239

Bank Name: STANBIC UGANDA LIMITED – APAC Branch

Reconciled up to 30th June 2023 with a Bank balance of Ushs 1,330

However, the LG was not compliant because it did not present bank reconciliation statements for the current FY and therefore was not up to date.

17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY. Score 2 or else score 0	There was evidence that the LG produced all quarterly internal audit (IA) reports for the previous FY as shown below. 1st quarter report was produced on 28h October 2022. 2nd quarter report was produced on 10th February 2023. 3rd quarter report was produced on 27th April 2023. 4th quarter report was produced on 28th July 2023.	2
17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports. Score 1 or else score 0	There was no evidence presented that the LG provided information to the District Chairperson and the LG PAC on the status of the implementation of internal audit findings for the previous FY 2022/23	0
17	LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure	c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up: Score 1 or else score 0	There was evidence that the LG provided information to the District Chairperson and CAO on the status of the implementation of internal audit findings for the previous FY 2022/23 1st quarter report was submitted to the CAO on 28th October 2023 and LGPAC on 29th October 2023 2nd quarter report was submitted to CAO on 28th January 2023 and LGPCA on 31st January 2023 3rd quarter report submitted to CAO on 30th April 2023 and LGPAC on 2nd May 2023 4th quarter report was submitted to CAO and LGPCA on 28th July 2023. The reports examined by the LGPAC and the following recommendations were given; Quarter 1: Findings: 1. Laxity on the part of staff advanced funds to adhere to the provision of the laws and control measures put in place	1

2. Laxity on the part of the Accounting Officers to inculcate accountability spirit on the staff leading to late accountabilities beyond one month contravening LGFAR 2007 (43)2

Recommendations

- Administrative advances should be accounted for within a month from the date of receipt as required by the LGFAR 2007
- No administrative advances should be given to any officer who fails to account for previous advances as per Regulation 43(3) of the LGFAR 2007

Quarter 2:

Findings;

1. It was observed that most officers do not timely and properly provide the required documents to support their accountabilities when required by auditors. This has always encouraged late accountabilities contravening Regulation 43(3) of LGFAR 2007

Recommendations

- Accounting officers should endeavor to inculcate an accountability spirit
- No administrative advances should be given to any officer who fails to account for previous advances as per Regulation 43(3) of the LGFAR 2007
- The CAO/Sub- County Chiefs should ensure that the Sub Accountants do regular technical support to head teachers and in -charges of health facilities in areas of simple bookkeeping and accountabilities aspects.

Quarter 3:

Findings;

1. Continued laxity by staff advanced funds to adhere to the provisions of the law and funds control measures as provided for by the PFMA 2015, and LGFAR, 2007

2. Lack of Accounting Officer to inculcate the spirit of accountability on staff, leading to late accountabilities, beyond the one month, thereby contravening the LGFAR, 2007

Recommendations

- The CAO and SASs should promote mentorship and technical backstopping in areas of public financial management and accountability in government institution's such as health facilities and schools to ensure compliance to financial laws.

Quarter 4:

Findings:

1. Continued laxity by staff advanced funds to

adhere to the provisions of the law and funds control measures as provided for by the PFMA 2015, and LGFAR, 2007

2. Lack of Accounting Officer to inculcate the spirit of accountability on staff, leading to late accountabilities, beyond the one month, thereby contravening the LGFAR, 2007

Recommendations:

- All administrative advances should be accounted for within one-month period from the date of receipt of such funds as provided for by the LGFAR, 2007

Local Revenues

18	LG has collected local revenues as per budget (collection ratio) Maximum 2 points on this performance measure	a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.	The LG planned revenue collection for the last FY was Ushs 310,702,081 (Final draft A/Cs 2022/2023 Page 34) and Actual Revenue collected was Ushs 98,457,875 which gave a variance of Ushs 212,244,206 $(98,457,875 / 310,702,081) \times 100\% = 32\%$ The LG only managed to collect only 32% of its planned revenue, leaving a balance of -68% not collected., the unrealized revenue of -68% was above the allowable range +/-10%.	0
19	The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one) Maximum 2 points on this Performance Measure.	a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0.	The ratio of OSR for the LG the previous FY as compared to that the previous FY but one as per Final Draft A/cs 2022/23 page 37 was: OSR 2021/2022 (Final Accounts page 37) Total revenue = Ushs 61,058,752 OSR 2022/2023 Final A/cs 2022/23 page 34 Total revenue = Ushs 98,457,875 Therefore, Revenue 2022/2023 less revenue 2021/2022 Ushs 98,457,875 - Ushs 61,058,752 = Ushs 37,399,123 = $(37,399,123 / 61,058,752) \times 100 = 61\%$ Therefore, the OSR for FY 2022/2023 increase by 61%.	2
20	Local revenue administration, allocation, and transparency Maximum 2 points on	a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0	The ratio of OSR for the LG in the previous FY as compared to that of the previous FY but one was: OSR 2021/2022 (Final Accounts page 37)	0

this performance
measure.

Total revenue = Ushs 61,058,752

OSR 2022/2023 Final Draft A/cs 2022/23 page 34

Total revenue = Ushs 98,457,875

Therefore, Revenue 2022/2023 less revenue
2021/2022

Ushs 98,457,875 - Ushs 61,058,752

= Ushs 37,399,123

= $(37,399,123 / 61,058,752) \times 100 = 61\%$

Therefore, the OSR for FY 2022/2023 increase by
61%.

Local Revenue collections subjected to sharing
with LLGs Ushs 96,132,499 Page 37 of Final Draft
Accounts FY 2022/2023, amount of local revenue
for remittance to sub counties is Ushs 62,486,124
(65%) but the LG remitted to LLGs Ushs 7,847,454
which was 8% that was remitted to the LLGs (sub
counties) as per the guidelines.

The schedules below were the remittances made.

Akokoro Sub County

Voucher No.1219022 dated 4th October 2022 Ugx
600,438

Voucher No.2487883 dated 2nd December 2022
Ugx 600,438

Sub Total Ugx 1,200,876

Apac Sub County

Voucher No.1220333 dated 4th October 2022 Ugx
763,913

Voucher No.2488215 dated 2nd December 2022
Ugx 763,913

Sub Total Ugx 1,527,826

Apoi Sub County

Voucher No.1250544 dated 4th October 2022 Ugx
663,813

Voucher No.2494464 dated 2nd December 2022
Ugx 663,813

Sub Total Ugx 1,327,626

Chegere Sub County

Voucher No.1224454 dated 4th October 2022
702,000

Voucher No.2489315 dated 2nd December 2022
702,000

Sub Total Ugx 1,404,000

Ibuje Sub County

Voucher No.1227560 dated 4th October 2022 Ugx
746,688

Voucher No.2489950 dated 2nd December 2022
Ugx 746,688

Sub Total Ugx 1,493,376

Te-boke Sub County

Voucher No.1252302 dated 4th October 2022 Ugx

446,875

Voucher No.2497817 dated 2nd December 2022
Ugx 446,875

Sub Total Ugx 893,750

Total remitted to sub counties Ugx 7,847,454

Akokoro Town Council

Voucher No.1252678 dated 4th October 2022 Ugx
296,563

Voucher No.2498017 dated 2nd December 2022
Ugx 296,563

Sub Total Ugx 593,126

Ibuje Town Council

Voucher No.1252677 dated 4th October 2022 Ugx
866,125

Voucher No.2498016 dated 2nd December 2022
Ugx 866,125

Sub Total Ugx 1,732,250

Therefore, the percentage remitted:

Sub counties Ugx 7,847,454/96,132,499) x 100 =
8%

Therefore, the evidence presented showed that
the LG was not compliant in remitting 65% of the
Local Revenue to the LLGS

Q1; Ushs 5,086,415 was transferred on 4th
October 2022 (including transfers to the town
councils)

Q2; Ushs 5,084,415 was transferred on 2nd December 2022 (including transfers to the town councils)

Q3; No evidence

Q4; No evidence

Transparency and Accountability

21	LG shares information with citizens Maximum 6 points on this Performance Measure	a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0	There was evidence that the procurement plan and awarded contracts including all amounts for FY 2022/2023 were published. For Example; • For construction of 5 stance drainable latrine at Aketo Annex P/S, the best evaluated bidder notice was dated 15th March 2023 to 28th March 2023 with best bidder as M/S Kunta Logistics Ltd at a contract price of UGX 29,720,350 was presented. • For construction of semi-detached staff house with 2 stance drainable latrine at Kungu HC III, the best evaluated bidder notice was dated 18th November 2022 to 2nd December 2022 with best evaluated bidder as M/S Megum Technical Services Ltd at a bid price of UGX 162,160,950 was presented. • For rehabilitation of 10 deep wells, the best evaluated bidder notice was dated 18th November 2022 to 2nd December 2022 with best bidder as M/S Amadi General Services Ltd at a bid price of UGX 67,000,000 was presented.	2
21	LG shares information with citizens Maximum 6 points on this Performance Measure	b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0	The LG performance assessment results and implications for the FY 2021/22 were disseminated and presented by the Senior Planner to the DTPC through Min.5/2022 Dissemination of assessment results held on the 24th of July 2022 at the Planning Unit Board Room, and the results were published on the District Notice Board DTPC recommended that for the District to improve, there is a need to conduct mentorship and coaching of the Heads of Departments and develop a Performance Improvement Plan to build the capacity of the LLGs It was further recommended that all Heads of Departments and LLGs start preparations for the next assessment immediately especially those benefitting from UgIFT.	2

21	LG shares information with citizens Maximum 6 points on this Performance Measure	c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0	There was no evidence presented that during the FY 2022/2023, the LG conducted discussions with public to provide feedback on status of activity implementation.	0
21	LG shares information with citizens Maximum 6 points on this Performance Measure	d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0	There was no evidence was seen at the time of assessment as evidence the LG displayed the tax rates on the notice board, collection procedures, and procedures for appeal.	0
22	Reporting to IGG Maximum 1 point on this Performance Measure	a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0	There were no alleged cases of fraud and corruption that were registered by the LG during FY 2022/2023.	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Learning Outcomes: The LG has improved PLE and USE pass rates. Maximum 7 points on this performance measure	a) The LG PLE pass rate has improved between the previous school year but one and the previous year • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0	OPM guided during the LGPA Orientation of Assessors in the week of 23rd October that UNEB results for 2020 and 2022 are to be used when assessing this indicator. For 2022, total number of candidates who sat excluding Division X were 2194 Total passes in Div I, II & III = $59+937+534= 1530$ Percentage was $1530/2194 \times 100=69.7\%$ For 2020, total number of candidates excluding Division X were 1736 Total passes in Div I, II & III = $34+757+455= 1246$ Percentage pass was $1246/1736 \times 100 = 71.8\%$ Percentage change was $69.7\% - 71.8\% = -2.1\%$ Hence percentage decreased by 2.1	0
1	Learning Outcomes: The LG has improved PLE and USE pass rates. Maximum 7 points on this performance measure	b) The LG UCE pass rate has improved between the previous school year but one and the previous year • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0	OPM guided during the LGPA Orientation of Assessors in the week of 23rd October that UNEB results for 2020 and 2022 are to be used when assessing this indicator. For 2022, total number of candidates who sat excluding Division X were 173 Total passes in Div I, II & III = $00+17+45= 62$ Percentage was $62/173 \times 100=35.8\%$ For 2020, total number of candidates excluding Division X were 167 Total passes in Div I, II & III = $00+26+50= 76$ Percentage pass was $76/167 \times 100 = 45.5\%$ Percentage change was $35.8\% - 45.5\% = -9.7\%$ Hence percentage decreased by 9.7	0

2	N23_Service Delivery Performance: Increase in the average score in the education LLG performance assessment. Maximum 2 points	a) Average score in the education LLG performance has improved between the previous year but one and the previous year • By more than 5%, score 2 • Between 1 and 5%, score 1 • No Improvement, score 0 NB: If the previous average score was 95% and above, Score 2 for any increase.	The average score for 2022 was indicated Not Applicable which implied that the LG did not undertake LLGs assessment and for 2023 was 83%. Therefore, the IVS for no base data to determine whether there was an increase or not and therefore the LG was scored zero.	0
3	Investment Performance: The LG has managed education projects as per guidelines Maximum 8 points on this performance measure	a) If the education development grant has been used on eligible activities as defined in the sector guidelines: score 2; Else score 0	There was evidence that the education development grant of UGX 288,335,000/- had been used on eligible activities as defined in the sector guidelines, e.g. • Construction of a 5-stance latrine at Aketo P/S at total cost of UGX 31,500,000 • Construction of a 5-stance latrine at Kwibale P/S at total cost of UGX 53,770,00 • Construction of a 5-stance latrine at Ayomjeri P/S at total cost of UGX 31,500,000 • Supply of 3-seater desks at Adir, Igoti, Barkworo, Tebokwe and Arenga Primary Schools at UGX 6,000,000 for each school.	2

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

Maximum 8 points on
this performance
measure

b) If the DEO, Environment
Officer and CDO certified works
on Education construction
projects implemented in the
previous FY before the LG made
payments to the contractors
score 2 or else score 0

The verified certificates indicated that
the DEO, CDO and Environment Officer
certified the works on Education
construction projects implemented in
the previous FY before the LG made
payments to the contractor as per the
certificates below;

Interim Payment Certificate No. 1
issued on 13th June 2023 for Ushs
25,695,610; Contract No.
APAC502/WRKS/2022-2023/00008
Project; Construction of a 5-stance
drainable latrine at Ayomjeri P/S by M/s
Gwamu Technical Consult (U) Ltd was
certified on 13th June 2023 by DEO,
District Environment Officer and DCDO
as per the guidelines; payment was
done on 27t June 2023.

Interim Payment Certificate No. 1
issued on 12th June 2023 for Ushs
27,996,975; Contract No.
APAC502/WRKS/2022-2023/00010
Project; Construction of a 5-stance
drainable latrine at Aketo P/S by M/s
Kunta Logistics Ltd was certified on
12th June 2023 by DEO, District
Environment Officer and DCDO as per
the guidelines; payment was done on
27th June 2023.

Interim Payment Certificate No. 1
issued on 12th June 2023 for Ushs
47,745,100; Contract No.
APAC502/WRKS/2022-2023/00009
Project; Construction of 2 blocks of 3-
stances drainable latrine at Kwibale P/S
by M/s Gwamu Technical Consult (U)
Ltd was certified on 13th June 2023 by
DEO, District Environment Officer and
DCDO as per the guidelines; payment
was done on 27th June 2023.

3	Investment Performance: The LG has managed education projects as per guidelines Maximum 8 points on this performance measure	c) If the variations in the contract price are within +/- 20% of the MoWT estimates score 2 or else score 0	The variation in the contract price for all sampled projects under education in the FY 2022/2023 were within +/-20 of the Engineer's estimate. For instance; • Construction of a five stance drainable latrine at Ayomjeri P/S at a contract price of UGX 29,071,460 against engineer's estimate of UGX 33,920,150 giving a price variation of +14.3% • Construction of a five stance drainable latrine at Aketo Annex P/S at a contract price of UGX 29,720,350 against engineer's estimate of UGX 33,920,150 giving a price variation of +12.4% • Construction of 2 stance drainable latrine at Kwibale P/S at a contract price of UGX 50,281,000 against engineers estimate of UGX 48,259,200 giving a price variation of - 4.2%	2
3	Investment Performance: The LG has managed education projects as per guidelines Maximum 8 points on this performance measure	d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0	The LG did not plan education infrastructure projects (Seed Secondary School) as per approved procurement plan by CAO Apac DLG dated 25th August 2022.	2
4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards Maximum 6 points on this performance measure	a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines • If 100%: score 3 • If 80 - 99%: score 2 • If 70 – 79% score: 1 • Below 70% score 0	Apac DLG had a staff ceiling of 976 teachers and those in post were 715. This implied that the number of teachers recruited was; Therefore, $715/976 \times 100 = 73\%$ The percentage of recruitment of teachers was 73%	1

4	Achievement of standards: The LG has met prescribed school staffing and infrastructure standards Maximum 6 points on this performance measure	b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines, • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0	The LG had 51 UPE schools and 4 USE Schools. According to the consolidated assets register for 2023, all the 51 UPE schools and the 4 USE schools meet the basic requirements. To calibrate the LG compliance, $(51+4)/55 \times 100 = 100\%$	3
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Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance. Maximum 4 points on this performance measure	a) Evidence that the LG has accurately reported on teachers and where they are deployed. • If the accuracy of information is 100% score 2 • Else score: 0	The LG accurately reported on teachers and where they were deployed. The deployment list was dated 4th October, 2023. The staff lists provided by the DEO were compared with the lists at the visited primary schools (Adem, Chegere and Abutaber). The two lists were similar as verified from the staff lists posted at the head teachers' notice boards. For example; At Adem P/S there were 13 teachers deployed Abutaber PS had 14 teachers deployed Similarly, Chegere PS had 20 teachers deployed.	2
5	Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance. Maximum 4 points on this performance measure	b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools. • If the accuracy of information is 100% score 2 • Else score: 0	Apac LG education department compiled an asset register that accurately reported on infrastructure in all registered schools. It was dated 16th March 2023. Three schools were sampled (Adem, Chegere and Abutaber Primary Schools) and the information in the consolidated asset register was verified to be true. For example, Adem, Abutaber and Chegere Primary Schools had 10, 8 and 10 classrooms respectively. Similarly, Adem, Abutaber and Chegere Primary Schools had 15, 15 and 10 latrine stances respectively. As for the staff accommodation, Adem, Abutaber and Chegere Primary Schools had 7, 7 and 5 units respectively.	2

6	School compliance and performance improvement: Maximum 12 points on this performance measure	a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register: • If 100% school submission to LG, score: 4 • Between 80 – 99% score: 2 • Below 80% score 0	Apac LG did not ensure that all registered primary schools have complied with MoES annual budgeting and reporting guidelines. At the district level, none of the schools had submitted annual budgets and the accompanying reports by 30th January 2023. The three primary schools sampled (Adem, Abutaber and Chegere Primary Schools) never had annual budgets nor the accompanying reports. They instead had termly budgets they make while accessing the UPE funds Hence percentage of compliance was $0/3 \times 100 = 00$	0
6	School compliance and performance improvement: Maximum 12 points on this performance measure	b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations: • If 50% score: 4 • Between 30– 49% score: 2 • Below 30% score 0	Apac LG supported schools to prepare and implement SIPs in line with inspection recommendations. For example, there was a training conducted for primary head teachers on preparing school improvement plans, on 13th March 2023 at Scout Hall. Thirty-one head teachers attended this training. Hence percentage of compliance was $= 31/51 \times 100 = 60.8\%$ A visit to the sampled schools indicated that: Adem, Abutaber and Chegere Primary Schools had SIPs.	4
6	School compliance and performance improvement: Maximum 12 points on this performance measure	c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year: • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0	The LG collected and compiled OTIMS return forms for all registered schools from previous FY as follows; 51 UPE schools with a total enrolment of 51,750 pupils, 4 USE school with a total enrolment of 1,791 students. The approved budget for FY 2023/24 has these schools reflected on pages (37-41)/70 in agreement with OTIMS To calculate level of compliance; $(51+4)/55 \times 100 = 100\%$	4

7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision Maximum 8 points on this performance measure	a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY: Score 4 or else, score: 0	The LG budgeted for a head teacher and a minimum of 7 teachers per school for the current FY year at UGX 7,578,482,000/-as reflected on page 34/70 of the approved budget estimates for FY 2023/2024.	4
7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision Maximum 8 points on this performance measure	b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY, Score 3 else score: 0	Apac LG had deployed teachers as per sector guidelines in the current FY. According to staff lists of the three sampled primary schools, teachers were deployed as follows: 1. Adem PS had 12 teachers and a head teacher. The attendance register between 22nd and 23rd November 2023 confirmed these teachers to be on the ground as deployed. 2. Chegere PS had 19 teachers and a head teacher deployed. The attendance register between 6th and 10th October 2023 confirmed these teachers to be on the ground. 3. Abutaber had 13 teachers and a head teacher deployed. The attendance register between 25th and 26th September 2023, confirmed these teachers to be on the ground as deployed.	3
7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision Maximum 8 points on this performance measure	c) If teacher deployment data has been disseminated or publicized on LG and or school notice board, score: 1 else, score: 0	Lists of deployment were displayed in head teachers' offices in the schools that were sampled and visited. At Adem primary school, the deployed list had 13 teachers. At Chegere and Abutaber Primary Schools, teacher deployment data were also displayed on the notice boards indicating 20 and 14 government teachers respectively. At the district, the deployment list was displayed the notice board of the education department.	1

8

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

Headteachers were appraised as follows;

1. Onach Patrick Head teacher of Angayiki Primary School was appraised by the DEO Eryak Bosco on 25th November 2022.

2. Owani Richard Thomas Head teacher of Ongica Primary School was appraised by the Senior Education Officer Ocen Patrick on 25th April 2023.

3. Mugerewa Jasper Head teacher of Akuli Primary School was appraised by Okwir Samuel on 19th April 2023

4. Agole Patrick of Amun Primary School was not appraised for academic year 2022. He only had a performance agreement on file

5. Abong Robert Headteacher of Ihee Primary School was not appraised for 2022 but had a performance agreement on file

6. Okidi Bernard Headteacher of Ollepek Primary School was not appraised for 2022 but had a performance agreement on file

0

8

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

Maximum 8 points on this performance measure

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

Score: 2 or else, score: 0

There was no evidence provided that Secondary Head teachers conducted appraisals for the calendar year 2022

0

8	Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps. Maximum 8 points on this performance measure	c) If all staff in the LG Education department have been appraised against their performance plans score: 2. Else, score: 0	There was no evidence provided that Staff in the LG Education department conducted appraisals for the FY 2022/2023	0
8	Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps. Maximum 8 points on this performance measure	d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level, score: 2 Else, score: 0	The LG Education department had a training plan for FY 2022/2023. The plan intended to benefit various stakeholders e.g. Training of all primary school head teachers on performance agreement and reporting formats. Training of SMC/PTA on their roles and responsibilities. Training senior woman and senior man teachers on their roles and responsibilities.	2

Management, Monitoring and Supervision of Services.

9	Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines. Maximum 8 points on this performance measure	a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually. If 100% compliance, score:2 or else, score: 0	Apac DLG has confirmed in writing the list of schools, their enrolment and budget allocation in the Programme Budgeting System by 15th December 2022. This letter was written on 26th October 2022.	2
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9	Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines. Maximum 8 points on this performance measure	b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines. If 100% compliance, score:2 else, score: 0	The LG made allocation of UGX 11,466,000/- to inspection and monitoring as per the approved budget of FY 2022/23, to cover printing, stationery, travel inland and welfare and entertainment. Quarter 4 report indicated these activities on pages 19/128	2
9	Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines. Maximum 8 points on this performance measure	c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters If 100% compliance, score: 2 else score: 0	There was no evidence at the time of assessment that the LG made timely submission of warrants for school's capitation grants for the FY 2022/2023, within 5 days after cash limits had been uploaded in the system	0
9	Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines. Maximum 8 points on this performance measure	d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED. If 100% compliance, score: 2 else, score: 0	There was no evidence at the time of assessment that the LG invoiced and communicated the school capitation releases to schools for the FY 2022/2023 to schools within 3 days of release from MoFPED	0

10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections. • If 100% compliance, score: 2, else score: 0	The LG prepared an inspection plan for the 2023 and was dated 10th March 2023. The department highlighted the following issues in the plan; Meetings, school inspections, submission of work plans to DES, dissemination of reports, follow-up inspection and support. A pre-inspection meeting was held on 3rd October 2022 to plan for the inspection of term 3 of 2022. In this meeting the inspectors were reminded to leave a summary report at the school. They also agreed to inspect all the 51 primary schools and the 8 annexes and the 4 secondary schools. Another inspection meeting was held on 11th March 2023 to plan for the inspection of term 1 of 2023. In Min, 04/03/2023 – Discussions/Resolutions, the meeting resolved to inspect more than 80% of the schools. In Minute 5 allocation of teams and tablets were discussed. Another meeting was held on 5th June 2023 to plan for the e-inspection of term 2 of 2023. They agreed that the department would borrow fuel from the fuel stations since the inspection money was not yet released.	2
10	Routine oversight and monitoring <i>Maximum 10 points on this performance measure</i>	b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report: • If 100% score: 2 • Between 80 – 99% score 1 • Below 80%: score 0	The LG inspected and monitored UPE schools and findings were compiled as follows: The inspection report for term 3 of 2022, dated 14th September 2022, indicated that all the 51 government aided schools were inspected. Term 1 of 2023 inspection report dated 23rd March, 2023, all the 51 government schools were inspected. The inspection report for term 2 of 2023 was dated 4th August 2023, 51 government schools were inspected. Hence average number of schools inspected was $(51+51+51)/3 = 51$ Therefore, percentage compliance was $51/51 \times 100 = 100\%$	2

Routine oversight and monitoring

Maximum 10 points on this performance measure

c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,

Score: 2 or else, score: 0

There was evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up for example;

A meeting was held on 4th July 2023, to discuss inspection reports of term 2 of 2023. In Minute 04/07/2023, the meeting agreed to train head teachers and PTA executive members in record keeping.

Another meeting was held on 21st March 2023 to discuss inspection reports of term 1 of 2023. The meeting recommended to recruit more teachers in primary schools that that were understaffed.

Another post -inspection meeting was held on 28th October 2022. Some inspection findings included; Attendance for both teachers and students was good, however the conditions for the classrooms and teachers' houses were not in a good condition.

A visit to the sampled schools showed that:

At Adem P/S inspectors signed in the visitors' book on 4th July and 5th April 2023, and 14th September 2022, and made recommendations to the head teacher.

At Chegere PS inspectors signed the visitors' book on 15th August 2023 and 5th April 2023, 11th April 2023 and 19th November 2022, and made recommendations to the head teacher.

At Abutaber PS inspectors signed the visitors' book 15th August 2023, 28th March 2023 and 16th September 2022, and left inspection reports with the head teacher

Routine oversight and monitoring

Maximum 10 points on this performance measure

d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0

There was evidence that the DIS and DEO presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES)

The SMC of Abutaber PS discussed inspection reports on 23rd march 2023 under Min 04/03/2023 – Reaction to the Head teacher’s communication.

The SMC of Adem PS and Chegere Primary Schools, never had specific minutes discussing inspection reports but general references to inspection reports.

At the three schools sampled inspection reports were presented to the head teachers on the following date: At Adem P/S on 4th July and 5th April 2023, and 14th September 2022.

At Chegere PS on 15th August 2023 and 5th April 2023, 11th April 2023 and 19th November 2022.

At Abutaber PS, on 15th August 2023, 28th March 2023 and 16th September 2022.

The inspection report for term 3 of 2022 was received by DES on 25th November 2023.

Inspection reports for terms 1 and 2 of 2023 were received by DES on 26th March 2023

Routine oversight and monitoring

Maximum 10 points on this performance measure

e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0

The committee for health, education and sanitation held on 24th January 2023 discussed education inspection reports were discussed under agenda item 5(a) – Education, Inspectorate and sports. The DIS reported that the department had done short inspections during the holidays and that majority of the head teachers were staying within the quarters except those who had gone for further studies. He also reported that schools were being damaged by stray animals and termites.

11	Mobilization of parents to attract learners <i>Maximum 2 points on this performance measure</i>	Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, <i>score: 2 or else score: 0</i>	Apac LG Education department carried out mobilization activities to mobilize, attract and retain children at school. Two announcements were made on Radio Divine 90.6 FM, on 4th September 2022 and 1st January 2023. In both these announcements, the DEO was calling upon parents to take their children back to school. The DEO reminded parents of the opening dates of term 3 of 2022 and term 1 of 2023. They both in English and Langi languages. Also the DIS and the DEO attend two radio talk shows on 2nd September 2022 and 3rd February 2023, on Radio Divine 90.6 FM. The talk shows were reminding parents to take and also buy them scholastic materials.	2
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Investment Management

12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i>	There was evidence that Apac DLG had an up to-date assets register. The asset register dated 16th March, 2023 was found to contain information similar to the one picked from the sampled schools. For example; Adem PS, Abutaber PS and Chegere PS had 150, 91 and 75 desks respectively.	2
12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i>	There was evidence that the LG conducted desk appraisal for all sector prioritized investment were (i) derived from the LGDP; (ii) eligible for expenditure under sector guidelines and funding source as per the sector development grant guidelines page 14. The appraised projects included; • Construction of 5 –stances Drainable latrine at Ayomjeri Primary School • Construction of 5 –stances Drainable latrine at a Aketo Annex Primary School • Construction of 5 –stances Drainable latrine at Kwibale Primary School	1

12	Planning and budgeting for investments <i>Maximum 4 points on this performance measure</i>	c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, score 1 else score: 0	There was evidence that the LG conducted field Appraisal to check for; (i) technical feasibility; ii) environmental and social acceptability; and (iii) customized designs for the following projects: • Construction of 5 –stances Drainable latrine at Ayomjeri Primary School at a cost of Ushs 27,048,010. • Construction of 5 –stances Drainable latrine at a Aketo Annex Primary School at a cost of Ushs 29,720,350. • Construction of 5 –stances Drainable latrine at Kwibale Primary School at a cost of Ushs 50,281,000. The above projects passed the technical feasibility and were screened for environmental and social acceptability and designed were customized to local context. The Appraising team recommended for the implementation of the projects.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, score: 1, else score: 0	The LG Education department did not budget for and ensure that planned sector infrastructure project (Seed Secondary School) were approved and incorporated into the procurement plan for FY 2023/2024 dated 25th July 2023.	1

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i>	There was evidence that the school infrastructure was approved by the Contract Committee and cleared by the Solicitor General before commencement of construction. For instance; • Construction of 5 stance drainable latrine at Aketo Annex P/S was approved by Contracts Committee on 14th March 2023 under minute number CC/07/03/2022-2023 and contract awarded to M/S Kunta Logistics Ltd at a contract price of UGX 29,720,350. • Construction of 5 stance drainable latrine at Ayomjeri P/S was approved by Contracts Committee on 14th March 2023 under minute number CC/07/03/2022-2023 and contract awarded to M/S Gwamu Technical Consults Ltd at a contract price of UGX 29,071,460. • Construction of 2 of 3 stance drainable latrine at Kwibale P/S was approved by Contracts Committee on 14th March 2023 under minute number CC/07/03/2022-2023 and contract awarded to M/S S.B Engineering and Construction Co. Ltd at a contract price of UGX 50,281,000.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i>	There was evidence that the LG established a project implementation team for school construction projects constructed within the last FY as per guideline. For instance; • A letter by Mboki Paul the CAO dated 6th April 2023 appointing the following as members of the project implementation team for projects under education was presented. Aguma Tom Edward the Ag. District Engineer as a project manager, Elyak Bosco the District Education Officer as a contract manager, Okao Isaac the Labour Officer as a member, Otimoi Jasper the Environment Officer as a member, Okello Tom the CDO as a member, Ejang Scovia the Assistant Engineering Officer Civil as a Clerk of Works.	1

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES <i>Score: 1, else, score: 0</i>	The LG did not plan education infrastructure projects (Seed Secondary School) as per approved procurement plan by CAO Apac DLG dated 25th August 2022	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i>	The LG did not plan education infrastructure projects (Seed Secondary School) as per approved procurement plan by CAO Apac DLG dated 25th August 2022. No minutes of monthly sites meetings were therefore presented.	1

Procurement, contract management/execution

Maximum 9 points on this performance measure

f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted score: 1, else score: 0

There was evidence that the LG conducted monthly joint technical supervision involving engineers, environment Officer and CDO during critical stages of construction of planned sector infrastructure projects in the FY 2022/2023.

For instance;

- For construction of 5 stance drainable latrine at Aketo Annex P/S, a monthly report by relevant officers dated 19th June 2023 in which the substructure, roof, external walls, doors, internal finishes and mechanical installations were reported at 100% was presented. A monthly report by relevant Officers dated 16th May 2023 in which substructure, roof, external walls, doors, internal finishes and mechanical installations were reported at 0% was presented.
- For construction of 5 stance drainable pit latrine at Ayomjeri P/S, a monthly report by relevant officers dated 19th June 2023 in which the substructure, roof, external walls, doors, internal finishes and mechanical installations were reported at 100% was presented. Another monthly report by relevant Officers dated 15th May 2023 in which substructure, roof, external walls, doors, internal finishes and mechanical installations were reported at 0% was also presented.
- For construction of 2 stance drainable pit latrine at Kwibale P/S, a monthly report by all relevant Officers dated 24th May 2023 in which substructure was at 18% while the roof, External walls, Doors, Internal finishes and mechanical installation were at 0% was presented. A monthly monitoring report by all relevant Officers dated 3rd July 2023 in which substructure, roof, external walls, Doors, Internal finishes were at 100% while Mechanical installation was at 90% was presented.

Procurement, contract management/execution

Maximum 9 points on this performance measure

g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, *score: 1, else score: 0*

The sector infrastructure projects were properly executed, however payments to contractors were not made within the specified timeframes and contract terms.

For example;

- Voucher No. 6418711 dated 27th June 2023; Certificate No1; Contract No. APAC502/WRKS/2022-23/00008. Construction of 5 -stances Drainable latrine at Ayomjeri Primary School by Gwamu Technical Consults (U) Ltd at a cost of Ushs 27,048,010. The payment was initiated on 15th May 2023; forwarded by the DEO on the 28th May 2023, certified by the District Engineer on 19th May 2023, and paid on the 27th June 2023. This was paid beyond the specified timeframe

- Voucher No. 6418480 dated 27th June 2023; Certificate No1; Contract No. APAC502/WRKS/2022-23/00008. Construction of 5 -stances Drainable latrine at Aketo Annex Primary School by Kunta Logistic Ltd at a cost of Ushs 29,720,350. The payment was initiated on 25th May 2023; forwarded by the DEO on the 13th June 2023, certified by the District Engineer on 12th May 2023, and paid on the 27th June 2023. This was paid beyond the specified timeframe

- Voucher No. 6416290 dated 27th June 2023; Certificate No1; Contract No. APAC502/WRKS/2022-23/00009. Construction of 5 -stances Drainable latrine at Kwibale Primary School by SB Engineering & Construction Co Ltd at a cost of Ushs 50,281,000. The payment was initiated on 20th December 2022; forwarded by the DEO on the 12th May 2023, certified by the District Engineer on 12th May 2023 and approved by the CAO on the 15th March 2023; and paid on the 16th May 2023

13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, score: 1, else, score: 0	The Local Government Education department submitted its procurement plan for FY 2022/2023 to PDU on the 14th April 2022. Projects included; • Construction of drainable latrines of 5 stance at Ayomjeri P/S at a budget of UGX 31,500,000. • Construction of drainable latrine of 5 stance at Aketo Annex P/S at a Budget of UGX 31,500,000. • Construction of two 3 stance drainable latrine at Kwibale P/S at a Budget of UGX 53,770,000.	1
13	Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i>	i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law score 1 or else score 0	The LG did not plan for education infrastructure projects (Seed Secondary School) as per approved procurement plan by CAO Apac DLG dated 25th August 2022.	1

Environment and Social Safeguards

14	Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework. <i>Maximum 3 points on this performance measure</i>	Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0	There was no grievance raised/recorded under Education sector in the log book.	3
15	Safeguards for service delivery. <i>Maximum 3 points on this performance measure</i>	Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation <i>Score: 3, or else score: 0</i>	Apac DLG did not disseminate the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green schools and energy and water conservation as no evidence was availed to the assessor. These guidelines were not found at all the three schools which were sampled (Adem, Chegere and Abutaber Primary Schools).	0

16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, <i>score: 2, else score: 0</i>	There was evidence that the costed ESMPs were incorporated into the BoQs of the following projects; 1. Contract no. APAC 502/WRKS/2022-2023/00008 for the construction of a 5 stance drainable pit latrine at Ayomjeri primary school by M/s Gwamu Technical Consults (U) Ltd. Sensitization of the communities on HIV/AIDs had UGX 150,000. 2. Contract no. APAC 502/WRKS/2022-2023/00010 for the construction of five stances drainable pit latrine at Aketo Annex primary school by M/s Kunta Logistics Ltd. Clearing the site and removing debris at UGX 400,000. 3. Contract no. APAC/502/WRKS/2022-2023/00009 for the construction of two (three stance) drainable pit latrine at Kwibale primary school by SB Engineering Construction Co. Ltd. Under preliminaries, clearing the site of debris at UGX 200,000.	2
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was no evidence of proof of land ownership for schools where construction projects are implemented by the DLG, for instance; 1. Construction of two (three stance) drainable pit latrine at Kwibale primary school 2. Construction of five stances drainable pit latrine at Aketo Annex primary school 3. Construction of a 5 stance drainable pit latrine at Ayomjeri primary school	0
16	Safeguards in the delivery of investments <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	Environment and social monitoring report for the construction of pit latrines in Kwibale, Aketo and Ayomjeri primary schools, dated 27th June 2023. The monitoring was conducted from 22nd to 24th June 2023. The main objective was to ascertain the compliance with the environment and social safeguards. A team of 4 members conducted the monitoring (Environment Officer, DCDO, Senior Environment Officer and DEO). The report was signed by the Environment Officer and the DCDO.	2

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

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

Score: 1, else score:0

Certificate no.1 dated 13th June 2023, contract no. APAC 602/WRKS/2022-2023/00008 for the construction of 5 stances drainable latrine at Ayomjeri primary school. Certificate worth UGX 29,071,460. Certificate was signed by Environment Officer, DCDO, DEO. Payment was made on 27th June 2023, PV no. 6418711.

Certificate no.1 dated 12th June 2023, contract no. APAC 602/WRKS/2022-2023/00010 for the construction of 1 block of 5 stances drainable latrine at Aketo Annex primary school. Certificate worth UGX 29,720,350. Certificate was signed by Environment Officer, DCDO, DEO. Payment was made on 27th June 2023, PV no. 6418480.

Certificate no.1 dated 12th June 2023, contract no. APAC 602/WRKS/2022-2023/00010 for the construction of 2 (three stance) drainable latrine at Kwibale primary school. Certificate worth UGX 50,261,000. Certificate was signed by Environment Officer, DCDO, DEO. Payment was made on 27th June 2023, PV no. 6416290.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	New_Outcome: The LG has registered higher percentage of the population accessing health care services. Maximum 2 points on this performance measure	a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries. • By 20% or more, score 2 • Less than 20%, score 0	The HMIS 107 reports for FY under assessment (2022/2023) and FY before assessment (2021/2022) for the three sampled health facilities were not available for review at the time of assessment. However, the Biostatistician was able to provide summaries on total deliveries from the DHIS2. The summaries on total deliveries for the FY before assessment (2021/2022) period, for the three sampled health facilities, indicated the following: • Kidilani HC III = 10 deliveries • Teboke HC III = 580 deliveries • Apoi HC III = 692 deliveries Total = 1282 deliveries For the FY under assessment (2022/2023), the summaries on total deliveries were as follows: • Kidilani HC III = 62 deliveries • Teboke HC III = 527 deliveries • Apoi HC III = 623 deliveries Total = 1212 deliveries The percentage in the utilisation of health care services was: <u>Total deliveries (FY under assessment) - Total deliveries (FY before assessment) X 100</u> Total deliveries (FY before assessment period) <u>1212 - 1282 X 100 = -6%</u> 1212 Therefore, the LG registered a decline in the utilisation of health care services, as measured by the percentage difference in total number of deliveries.	0

2	N23_Service Delivery Performance: Average score in the Health LLG performance assessment. Maximum 4 points on this performance measure	a. If the average score in Health for LLG performance assessment is: • 70% and above, score 2 • 50% - 69%, score 1 • Below 50%, score 0	The average score for 2022 was indicated Not Applicable meaning the LG did not undertake LLGs assessment and for 2023 was 84%. Therefore, there was no base data to determine whether there was an increase or not and therefore the LG was scored zero.	0
2	N23_Service Delivery Performance: Average score in the Health LLG performance assessment. Maximum 4 points on this performance measure	b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is: • 75% and above; score 2 • 65 – 74%; score 1 • Below 65; score 0	There was a letter from the Permanent Secretary (Dr. Diana Atwine), Ministry of Health, dated 7th December 2022 (Ref: ADM.45/545/02), addressed to all CAOs on “outstanding RBTF funds”. The letter highlighted a halt in the payment of RBF. Likewise, according to the checklist for Health Specialists (section 5.2.1, 2b) provided by OPM, this indicator is not applicable. To score 0 for all LGs. Indicator to be dropped from the maximum score during analysis.	0
3	Investment performance: The LG has managed health projects as per guidelines. Maximum 8 points on this performance measure	a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.	There was evidence that LG budgeted Ushs 323,248,485 and implemented the health development infrastructure projects in the previous FY. The implemented projects were: - Construction of a semi-detached staff house with a two - stance drainable latrine at Kungu HCIII Ushs 162,160,950 in Akokoro sub county; by Megum Technical Services Limited (Approved Budget item 10-320165- 312121). - Construction of a semi-detached staff house with a two - stance drainable latrine at Kadilani HCIII Ushs 161,087,535 in Tebeko sub county; by Step Entertainment Limited (Approved Budget item 10-320165- 312121). The LG budgeted and spent all the health development grant for the FY 2022/2023 on eligible activities as per the health grant and budget guidelines,	2

3	Investment performance: The LG has managed health projects as per guidelines. Maximum 8 points on this performance measure	b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0	The LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers. For instance; Voucher No. 5312643 dated 27th June 2023; Construction of a semi-detached staff house with a two-stance drainable latrine at Kungu HCIII Ushs 162,160,950 in Akokoro sub-county; by Megum Technical Services Limited (Approved Budget item 10-320165- 312121). The District Engineer certified the works on 8th June 2023, the DHO on 12th June 2023; the CDO on 8th June 2023, and the Environment Officer on 8th June 2023 • Voucher No. 5312643 dated 17th May 2023; Construction of a semi-detached staff house with a two-stance drainable latrine at Kadilani HCIII Ushs 161,087,535 in Tebeko sub-county; by Step Entertainment Limited (Approved Budget item 10-320165- 312121). The District Engineer certified the works on 18th April 2023, the DHO on 19th April 2023; the CDO on 24th April 2023, and the Environment Officer on 24th April 2023 Therefore, the district was compliant since the DHO, DCDO, District Engineer and the District Environment Officer certified all the certificate sampled	2
3	Investment performance: The LG has managed health projects as per guidelines. Maximum 8 points on this performance measure	c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0	The variation in the contract price for these health infrastructure investments projects in FY 2022/2023 were not all within the +/-20%. For instance; • Construction of a semi-detached staff house with a two stance drainable latrine at Kadilani HC III, at a contract price of UGX 161,087,535 against the engineers estimates of 161,500,000 giving the price variation of +0.26%. • Construction of a semi-detached staff house with a two stance drainable latrine at Kungu HC III, at a contract price of UGX 162,160,950 against the engineers estimates of 161,500,000 giving the price variation of -0.41%. • Upgrade of Aganga HC II to HC III, at a contract price of UGX 883,532,645 against the engineers estimates of 874,000,000 giving the price variation of -1.1%.	2

3	Investment performance: The LG has managed health projects as per guidelines. Maximum 8 points on this performance measure	d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0	The LG health sector investment projects implemented in FY 2022/2023 were not completed as per workplan by end of the FY. For instance; • According to voucher 6413134 for upgrade of Aganga HC II to HC III, the LG had spent UGX 347,755,235 against the budget of UGX 883,542,645 giving the percentage completion as 39.4%	0
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards Maximum 4 points on this performance measure	a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0	A review of the staffing structure for HC IIIs and HC IVs obtained from the HR Office indicated that Apac DLG had 7 HC IIIs approved with a total of 115 staff filled while it did not have any HC IV approved. -staffing norms for HC III=7*19=133 (standard) against 115 filled staff positions Therefore =115+0/133+0*100 115/133*100=86% So the percentage of health facility workers position that were filled for both HC III and IVs was at 86%.	1
4	Achievement of Standards: The LG has met health staffing and infrastructure facility standards Maximum 4 points on this performance measure	b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs. • If 100 % score 2 or else score 0	For upgrade of Aganga HC II to HC III, the site was not visited because the road had flooded and the site could not be accessed for verification.	2

Performance Reporting and Performance Improvement

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

Maximum 4 points on this performance measure

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

The Assessor reviewed the staff list from the DHO's office (dated 6th July 2023) and checked the staff lists, duty rosters and work attendance registers (for November 2023) at each of the three sampled and visited health facilities.

It was established that the staff list from DHO's office was inconsistent with records of health workers at each of the visited health facilities.

The results were as follows:

- **Kidilani HC III:** Both DHO's staff list and health facility staff list (dated 2nd October 2023, signed by Edam Ronald Obura – In-Charge) had 14 health workers.

- **Teboke HC III:** The DHO's staff list had 20 health workers while the health facility staff list (1st December 2023, signed by Ongwech Ambrose – In-Charge) had 18 health workers.

Notably, Odongo Caesar (Clinical Officer) was on DHO's staff list and not on health facility staff list.

- **Apoi HC III:** The DHO's staff list had 18 health workers while the health facility staff list (dated 12th July 2023, signed by Ewany Joel – In-Charge) had 17 health workers.

Remarkably, Aceng Getrude and Atoke Margaret (Nursing Assistants) were on DHO's staff list and not on the health facility staff list. In contrast, Ayo Eunice (Nursing Assistant) was on the health facility staff list and not on DHO's staff list.

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

Maximum 4 points on this performance measure

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

From DHO's office, it was noted that there was one upgraded health facility in FY 2022/2023. This facility was Aganga HC II, upgraded to HC III, which was reported to be at roofing stage.

This information was collaborated with the Annual PBS report for FY 2022/2023 for Apac LG and the information was confirmed as correct and accurate.

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

The Annual Work plans and Budgets for the FY 2023/2024 for the three sampled health facilities were reviewed and the submissions were as follows:

• **Kidilani HC III:** submitted to the DHO on 30th March 2023. It was prepared by Edam Ronyald Obura (In-Charge) on 30th March 2023 and endorsed by Okullu James (Chairperson HUMC) on 30th March 2023.

• **Teboke HC III:** submitted to the DHO on 24th March 2023. It was prepared by In-Charge (no name) on 19th March 2023 and endorsed by Chairperson HUMC (no name) on 21st March 2023.

• **Apoi HC III:** submitted to the DHO on 24th March 2023. It was prepared by In-Charge (no name) on 20th March 2023.

It was established all the sampled health facilities submitted the Annual Work plans and budgets before March 31st of this year, as per the LG Planning Guidelines for Health Sector.

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

There was no evidence that health facilities prepared and submitted to the DHO their Annual Budget Performance Report for the previous FY.

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

From the review of the health facility improvement plans, it was noted that the plans for two of the sampled health facilities (Kidilani HC III and Teboke HC III) did not incorporate performance issues.

The findings were as follows:

- **Kidilani HC III:** submitted to the DHO on 30th March 2023. It was prepared by Edam Ronald Obura (In-Charge) on 30th March 2023 and endorsed by Okullu James (Chairperson HUMC) on 30th March 2023. However, the plan did not highlight performance issues.

- **Teboke HC III:** The work plan was prepared by the In-Charge (no name) on 19th March 2023 and endorsed by Chairperson HUMC (no name) on 21st March 2023. However, performance issues were not highlighted.

- **Apoi HC III:** The work plan was prepared by Ewany Joel (In-Charge) on 12th July 2023.

Some bottlenecks identified were low number of deliveries at the health facility (46%), low of 8th ANC attendance (43%), low postnatal care (PNC) attendance (16%), among others (page 54).

The plan indicated identified immediate, underlying and root causes of the bottlenecks as well as the proposed solution and activities to address the bottleneck. For example, for low PNC attendance, the identified root cause was home deliveries and long distance to the health facility. The home deliveries were associated to inadequate knowledge about PNC services among mothers, due to poor health talks and key messages package to pregnant mothers during ANC.

The proposed solution to the above bottleneck was to provide comprehensive ANC package, including PNC services, by the midwife. This solution was to be addresses through conducting daily health education talks to pregnant women during ANC.

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

Maximum 14 points on this performance measure

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

- score 2 or else score 0

There was no evidence that health facilities submitted (100%) up to date monthly and quarterly HMIS reports timely.

The Assessor sampled three health facilities and reviewed all the monthly and quarterly HMIS reports (HMIS 105 and HMIS 106a respectively) for the FY 2022/2023.

The submissions of the three sampled health facilities were as follows:

Kidilani HC III: HMIS 105:

- July 2022: 05/08/2022

- August 2022: 05/09/2022

- September 2022: 07/10/2022
- October 2022: 09/11/2022 (submitted late)
- November 2022: 09/12/2022 (submitted late)
- December 2022: 05/01/2023
- January 2023: 07/02/2023
- February 2023: 06/03/2023
- March 2023: 07/04/2023
- April 2023: 05/05/2022
- May 2023: 07/06/2023
- June 2023: 06/07/2023

Teboke HC III: HMIS 105:

- July 2022: 07/08/2022
- August 2022: 07/09/2022
- September 2022: 07/10/2022
- October 2022: Not available
- November 2022: 07/12/2022
- December 2022: 07/01/2023
- January 2023: 07/02/2023
- February 2023: 07/03/2023
- March 2023: 07/04/2023
- April 2023: 07/05/2023
- May 2023: 07/06/2023
- June 2023: 07/07/2023

Apoi HC III: HMIS 105:

- July 2022: 05/08/2022
- August 2022: 07/09/2022
- September 2022: 07/10/2022
- October 2022: 07/11/2022
- November 2022: 07/12/2022
- December 2022: 07/01/2023
- January 2023: 06/02/2023
- February 2023: 07/03/2023
- March 2023: 07/04/2023
- April 2023: 06/05/2023
- May 2023: 07/06/2022

- June 2023: 05/07/2023

Kidilani HC III: HMIS 106a:

- HMIS 106a reports were not available. According to the Biostatistician, the health facility was not providing ART services. It was not an accredited ART site in the previous FY.

Teboke HC III: HMIS 106a:

- Quarter 1: 06/10/2022
- Quarter 2: 07/01/2023
- Quarter 3: 07/04/2023
- Quarter 4: 06/07/2023

Apoi HC III: HMIS 106a:

- Quarter 1: 06/10/2022
- Quarter 2: 06/01/2023
- Quarter 3: 06/04/2023
- Quarter 4: 06/07/2023

6

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

Maximum 14 points on this performance measure

e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0
Note: Municipalities submit to districts

There was a letter from the Permanent Secretary (Dr. Diana Atwine), Ministry of Health, dated 7th December 2022 (Ref: ADM.45/545/02), addressed to all CAOs on "outstanding RBF funds". The letter highlighted a halt in the payment of RBF.

Likewise, according to the checklist for Health Specialists (section 5.2.1, 6e) provided by OPM, this indicator is not applicable. To score 0 for all LGs. Indicator to be dropped from the maximum score during analysis.

0

6	Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support. Maximum 14 points on this performance measure	f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0	There was a letter from the Permanent Secretary (Dr. Diana Atwine) Ministry of Health, dated 7th December 2022 (Ref: ADM.45/545/02), addressed to all CAOs on “outstanding RBF funds”. The letter highlighted a halt in the payment of RBF. Likewise, according to the checklist for Health Specialists (section 5.1.1, 6f) provided by OPM, this indicator is not applicable. To score 0 for all LGs. Indicator to be dropped from the maximum score during analysis.	0
6	Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support. Maximum 14 points on this performance measure	g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0	At the time of assessment, the LG provided documentary evidence that the Health Department had compiled and submitted all quarterly reports timely (by the end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports as follows; Q1 QBPR submitted on the 24th of October 2022; Q2 QBPR submitted on the 27th of January 2023; Q3 QBPR submitted on the 29th of April 2023 Q4 submitted 10th July 2023.	1
6	Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support. Maximum 14 points on this performance measure	h) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0	There was evidence that the LG developed an approved Performance Improvement Plan (PIP) for the weakest performing health facilities. The PIP was prepared by Samson Ongebo (Biostatistician) and approved by the DHO on 28th March 2023. It was approved by CAO on 30th March 2023. The identified lowest performing health facilities were Alenga HC III and Apoi HC III. Both facilities were poorly performing in maternal and perinatal death surveillance and response (MPDSR) and quality improvement (QI). The planned intervention was to conduct quarterly MPDSR review meetings and QI visits.	1

6	Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support. Maximum 14 points on this performance measure	ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0	There was evidence that the LG implemented the Performance Improvement Plan for the weakest performing health facilities. In relation to 6 h (ii), a report on maternal and perinatal death review conducted from 17th to 21st April 2023 was availed. The report was dated 24th April 2023, prepared by Leji Caroline (ADHO-MCH). It was approved by DHO on 24th April 2023. During the review, health workers, particularly midwives, were counselled and guided on how to reduce maternal and perinatal deaths.	1
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Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required). Maximum 9 points on this performance measure	a) Evidence that the LG has: i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0	There was evidence that the LG budgeted for health workers in accordance with the staffing norms. According to the LG approved Budget Estimates for the FY 2023/2024 (page 27) and the final performance contract for FY 2023/2024 (signed by CAO, Canon George Adoko on 8th August 2023, page 10), it was noted that the LG general staff salaries health workers was UGX 6,519,195,000. Hence, the budgeted salary was adequate for all health workers, which was 100% for 800 staffing norm (i.e for 08 HC IIs, 07 HC IIIs and a General Hospital, excluding DHO's), as per the Health Sub Programme Grant, Budget and Implementation Guidelines for LGs, FY 2023/ 2024 (pages 72-84).	2
7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required). Maximum 9 points on this performance measure	a) Evidence that the LG has: ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0	According to the deployment list dated 6th July 2023 (signed by the Ag. DHO, Oceng Francis Leone), the LG had 01 General Hospital, 07 HC IIIs and 08 HC IIs. The LG had deployed a total of 356 health workers out of 800 staffing norm as per the Health Sub Programme Grant, Budget and Implementation Guidelines for LGs, FY 2023/ 2024 (pages 80-84). Hence, $\frac{356 \times 100}{800} = 40.5\%$ Therefore, the deployed health workers were at 40.5% (below the scorable 75%) contrary to the staffing norms as per the guidelines.	0

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

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

The Assessor reviewed the deployment list from the DHO's office (dated 6th July 2023) and checked the staff lists, duty rosters and duty attendance registers at each of the three sampled and visited health facilities.

It was established that the deployment list from DHO's office was inconsistent with records of health workers working at each of the visited health facilities.

The results were as follows:

- **Kidilani HC III:** Both DHO's deployment list and health facility staff list (dated 2nd October 2023, signed by Edam Ronald Obura – In-Charge) and duty attendance roster for November 2023 had 14 health workers.

- **Teboke HC III:** The DHO's deployment list had 19 health workers while the health facility staff list (1st December 2023, signed by Ongwech Ambrose – In-Charge) and duty attendance register for November 2023 had 18 health workers.

Notably, Odongo Caesar (Clinical Officer) was on DHO's deployment list but was not working at the facility.

- **Apoi HC III:** The DHO's deployment list had 18 health workers while the health facility staff list (dated 12th July 2023, signed by Ewany Joel – In-Charge) and duty attendance roster for November 2023 had 16 health workers.

Remarkably, Aceng Getrude and Atoke Margaret (Nursing Assistants) were on DHO's deployment list but were not working at the health facility. In contrast, Ayo Eunice (Nursing Assistant) was on the duty attendance roster, working at the facility but was not on DHO's deployment list.

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

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

There was evidence that the LG had publicized health worker's deployment and disseminated this, as evidenced by the display of the list of deployed health workers on health facilities' notice boards.

In each of the three sampled and visited health facilities (i.e Kidilani HC III – staff list dated 2nd October 2023, Teboke HC III – staff list dated 1st December 2023, and Apoi HC III – staff list dated 12th July 2023), the displayed lists indicated the name of the facility, name of the staff, cadre, gender, telephone numbers among others.

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers. Maximum 6 points on this performance measure	a) Evidence that the DHO/MMOHs has: i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0	A review of appraisal reports of health facility in-charges obtained from the HR Office indicated that all the health facility in-charges sampled were appraised as follows; 1. Anyach Geoffrey Senior Clinical Officer was appraised by Dr. Augustine Ssemugenyi Principal Medical Officer on 30th June 2023 2. Ewany Joel Senior Clinical Officer was appraised by Dr. Augustine Ssemugenyi Principal Medical Officer on 30th June 2023	1
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers. Maximum 6 points on this performance measure	ii. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0	A review of the sampled appraisal reports of health workers that were appraised by health facility in-charges against their agreed performance plans in the FY 2022/2023 were conducted as follows; 1. Teko Jane Mary Assistant Nursing Officer Midwifery was appraised by Ewany Joel Senior Medical Clinical Officer on 30th June 2023 2. Koli Jeneth Enrolled Nurse was appraised by Atoke Dolly Assistant Nursing Officer on 30th June 2023 3. Adong Betty Enrolled Nurse was appraised by Akoli Joan Molly Assistant Nursing Officer on 30th June 2023 4. Mugoya Micheal Assistant Nursing Officer was appraised by Ogwang James Assistant Nursing Officer on 30th June 2023 6. Okello Boniface Medical Laboratory Assistant was appraised by Ewani Joel Senior Medical Clinical Officer on 30th June 2023 7. Akello Sandra Enrolled Midwife was appraised by Teko Mary Assistant Nursing Officer on 30th June 2023 8. Ejang Harriet Enrolled Nurse was appraised by Teko Mary Assistant Nursing Officer on 30th June 2023 9. Agona Daphine Enrolled Nurse was appraised by Akulu Grace Assistant Nursing Officer on 30th June 2023 10. Acola Judith Enrolled Nurse was appraised by Saru Eunice Assistant Nursing Officer on 30th June 2023	1

8	Performance management: The LG has appraised, taken corrective action and trained Health Workers. Maximum 6 points on this performance measure	iii. Taken corrective actions based on the appraisal reports, score 2 or else 0	There were no gaps identified during the appraisal sessions of health workers that were appraised by health facility in-charges. All appraisals conducted pointed to good performance exhibited by the staff that were appraised.	2
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers. Maximum 6 points on this performance measure	b) Evidence that the LG: i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0	There was evidence that the LG conducted training of health workers (Continuous Professional Development) in accordance to the training plan. A training report dated 31st June 2023 by Samson Ongebo (Biostatistician) was availed. The report was on training of health facilities on malaria normal channel graphs. This training was highlighted in the training plan (item No. 6), prepare by Onyik Geoffrey Paul (Senior Health Educator) and approved by Ag, DHO (Oceng Francis Leone) on 19th July 2022.	1
8	Performance management: The LG has appraised, taken corrective action and trained Health Workers. Maximum 6 points on this performance measure	ii. Documented training activities in the training/CPD database, score 1 or else score 0	There was no evidence that the LG documented training activities in the training/ Continuous Professional Development (CPD) database.	0

Management, Monitoring and Supervision of Services.

9	N23 Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum 9 points on this performance measure	a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0	Whereas there was a letter from CAO (dated 22nd September 2023, Ref. CR/252/1) to Permanent Secretary, MoH, about the status of 17 health facilities receiving PHC NWR grants (if correct or wrong), there was no evidence that the letter was delivered and received at the MoH by September 30th, this year.	0
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N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

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

The evidence provided indicated that the LG allocated 17% towards monitoring service delivery and management of District health services which was in line with the health sector grant of allocating at least 15%.

Out of the Total budget of Ushs 65,825,784 the LG only allocated Ushs 11,190,383 which was.

$11,190,383/65,825,784 = 17\%$

From the above the LG was non-compliant because only 17% was allocated towards monitoring.

N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

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

There was no evidence presented at the time of assessment that the DLG made timely submission of warrants to health facilities for the last FY, in accordance with the requirements of the budget the 4 quarters as per the dates from the IFMS;

N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0

There was no evidence presented that the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities.

9	N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum 9 points on this performance measure	e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0	There was no evidence presented at the time of the assessment that the LG publicized on the notice boards all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoPPED.	0
10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0	There was evidence that the LG health department implemented actions recommended by the DHMT Quarterly performance review meetings. In Quarter 2 review meeting (minutes dated 10th January 2023), it was noted Kungu HC III did not have HMIS 108 reporting line (datasets). It was recommended the Biostatistician should contact MoH to create HMIS reporting line for Kungu HC III (see Min: 04/01/2023, page 1). Relatedly, the Biostatistician sent an email to hmissupport@health.go.ug (MoH HMIS Support) on 10th November 2023 indicating the need to create HMIS 108 for Kungu HC III.	2
10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0	Review of the quarterly performance review meeting attendance lists indicated that health facility in charges and other key stakeholders like Secretary for Health, DCAO, CDOs, Media, DISO, implementing Partners e.g USAID-UHA, USAID-LPHS, ICWEA, URCS, among others. The meetings were held as follows: • Quarter 1 meeting: held on 4th October 2022, minutes prepared Auma Caroline (Secretary) and approved by ADHO on 6th October 2022. • Quarter 2 meeting: held on 10th January 2022, minutes prepared Samson Ongebo (Biostatistician) and approved by ADHO on 17th January 2023. • Quarter 3 meeting: held on 24th May 2023, minutes prepared Samson Ongebo (Biostatistician) and approved by ADHO on 31st May 2023. • Quarter 4 meeting: held on 14th July 2023, minutes prepared Samson Ongebo (Biostatistician) and approved by ADHO on 20th July 2023.	1

10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0 If not applicable, provide the score	There was evidence that the LG supervised Apac General Hospital 100%, at least once every quarter in the previous FY. The details of supervision were as follows. • Quarter 1: supervision conducted from 9th to 18th August 2022, report dated 22nd September 2022, ccompiled by Leji Caroline (ADHO-MCH). Seventeen health facilities were supervised. Apac General Hospital was among the facilities supervised (on 16th August 2022). Report approved by Ag. DHO on 22nd September 2022. • Quarter 2: supervision conducted from 7th to 18th August 2022, report dated 25th November 2022, ccompiled by Leji Caroline (ADHO-MCH). Thirteen health facilities were supervised. Apac General Hospital was among the facilities supervised (on 14th November 2022). Report approved by Ag. DHO on 2nd December 2022. • Quarter 3: supervision conducted from 13th to 24th February 2023, report dated 6th March 2023, compiled by Leji Caroline (ADHO-MCH). Eighteen health facilities (including PNFP) were supervised. Apac General Hospital was among the facilities supervised (on 22nd February 2023). Report approved by Ag. DHO on 9th March 2023. • Quarter 4: supervision conducted from 8th to 19th May 2023, report dated 24th May 2023, compiled by Samson Ongebo (Biostatistician). Fourteen health facilities were supervised. Apac General Hospital was among the facilities supervised (on 12th May 2023 2023). Report approved by Ag. DHO on 25th May 2023.	1
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10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0 • If not applicable, provide the score	This indicator is not applicable. Apac DLG did not have a health sub district.	1
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10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0	There was no evidence that the LG used results/ reports from discussion of the support supervision and monitoring visits, to make specific corrective actions and follow up their implementation in the previous FY.	0
10	Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities. Maximum 7 points on this performance measure	f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0	There was evidence that the LG provided support to all health facilities in the management of medicines and health supplies. For example, there was SPARS (supervision Performance Assessment and Recognition Strategy) quarter 4 report, dated 9th April 2023 (prepared by Okello Ambrose, District Medicines Management Supervisor – DMMS) on medicines management supervision. From the report, it was established that the DMMS supported all health facilities in prescribing, dispensing, ordering and reporting quality; stock and storage management.	1
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities Maximum 4 points on this performance measure	a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0	The evidence indicated that the LG allocated 38% towards promotion and prevention activities instead of the 30% as per the health sector grant guidelines. Out of the Total budget of Ushs 65,825,784 the LG only allocated Ushs 24,701,210 which was. $24,701,210/65,825,784 = 38\%$ Therefore, the LG was compliant since it allocated more than 30% of the District Health office budget to health promotion.	2
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities Maximum 4 points on this performance measure	b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0	There was evidence that the DHT led health promotion, disease prevention and social mobilization activities. For example, in DHT meeting (minutes prepared Samson Ongebo – Biostatistician and approved by Ag. DHO on 31st May 2023), under Min: 06/05/2023 (Discussion and way forward), issues related to ANC and Expanded Programme on Immunization (EPI) were discussed. The meeting recommended that the communities be educated on the risk of poor ANC attendance.	1

11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities Maximum 4 points on this performance measure	c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0	There was evidence of follow up actions taken by the DHT on health promotion and disease prevention issues. The evidence was established in the activity reports. For example, a there was a report to the DHO, dated 12th June 2023 by the ADHO-MCH (Leji Caroline). The report was on dialogues conducted in health facilities and communities to identify the root causes of poor performance in maternal and child health services. It was conducted from 30th May 2023 to 9th June 2023. Fourteen health facilities were reached. During the dialogue, it was noted that religious and political leaders needed to engage in social mobilisation for health services.	1
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Investment Management

12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines. Maximum 4 points on this performance measure	a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0	There was no evidence that the LG had updated Assets register, which sets out health facilities and equipment relative to the basic standards, at the time of assessment.	0
12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines. Maximum 4 points on this performance measure	b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII); (ii) desk appraisal by the LG; and (iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG)); score 1 or else score 0	There was evidence that desk appraisals were conducted for the health development projects implemented by the LG in the FY 2022/23 and they included. • Construction of a semi-detached staff house with a two - stance drainable latrine at Kungu HCIII in Akokoro sub county; • Construction of a semi-detached staff house with a two - stance drainable latrine at Kaludini HCIII in Tebeko sub county The above projects were recommended for field appraisal since they were approved in the LGDPIII and budgeted in the FY 2022/2023 and eligible expenses as per the SDG guidelines page 14.	1

12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines. Maximum 4 points on this performance measure	c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0	There was evidence that field appraisals were conducted for the health development projects implemented by the LG in the FY 2022/23 and the projects were; • Construction of a semi-detached staff house with a two - stance drainable latrine at Kungu HCIII Ushs 162,160,950 in Akokoro sub county. • Construction of a semi-detached staff house with a two - stance drainable latrine at Kaludini HCIII Ushs 161,087,535 in Tebeko sub county; The projects were recommended for implementation since they were proved viable after the environment and social acceptability screening and technical feasibility tests.	1
12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines. Maximum 4 points on this performance measure	d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0	There was no evidence that the health facility investments were screened for the current FY 2023/2024.	0
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0	The health department submitted its procurement plans for FY 2023/2024 to PDU on the 3rd April 2023. Project included were; • Remodelling and rehabilitation of the OPD block at Apac main hospital at a budget of UGX 37,827,836. • Supply of computer to District Health Office at a Budget of UGX 5,000,000 • Supply of assorted equipment at Aganga HC II(Upgraded Health facility) at a Budget of UGX 80,000,000.	1

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0	There was evidence that the LG health department submitted its procurement request forms (Form PP1) to the PDU later than 1st Quarter of FY 2023/2024. For example; • Form PP1 for remodelling and rehabilitation of OPD at Apac main Hospital at a budget of 37,827,836 was submitted on 4th July 2023. • Form PP1 for Supply of computer at a budget of 5,000,000 was submitted on 4th July 2023. • Form PP1 for supply of assorted equipment to upgraded health centre facility of Aganga at a budget of 80,000,000 was submitted on 4th July 2023	1
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0	There was evidence that the health infrastructure investment for FY 2022/2023 were approved by the contracts committee. For example; • Construction of a semi-detached staff house with a two stance drainable latrine at Kidilani HC III was approved by Contract Committee on 10th November 2022 under minute no. CC/03/11/2022-2023 and the contract was signed with M/S STEP Entertainment Ltd at a contract price of UGX 161,087,535. • Construction of a semi-detached staff house with a two stance drainable latrine at Kungu HC III was approved by Contract Committee on 10th November 2022 under minute no. CC/03/11/2022-2023 and the contract was signed with M/S Megum Technical Services Ltd at a contract price of UGX 162,160,950. • Upgrade of Aganga HC II to HC III was approved by Contract Committee on 19th October 2022 under minute no. 03/LCCC3/2022-2023 and the contract was signed with M/S Bygon Enterprises Ltd at a contract price of UGX 883,532,645.	1

13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0 If there is no project, provide the score	There was evidence that the LG properly established a project implementation team for all health projects. For instance; • A letter by Mbiko Paul the CAO dated 13th January 2023 appointing the following as members of the project implementation team for health projects in FY 2022/2023 was presented; Oceng Francis Leone the DHO as a contract manager, Aguma Tom Edward the Ag. District Engineer as a project manager, Okao Isaac the Labour Officer as a member, Otimoi Jasper the Environment Officer as a member, Okello Tom the CDO as a member, Ejang Scovia the Assistant Engineering Officer Civil as a Clerk of Works.	1
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0 If there is no project, provide the score	For Upgrade of Aganga HC II to HC III, the site was not visited because the road had flooded and the site couldn't be accessed.	1
13	Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0 If there is no project, provide the score	There was evidence that the Clerk of Works maintained daily records that were consolidated weekly to the District Engineer in copy to the DHO that was presented at the time of assessment. For instance • For Upgrade of Aganga HC II to HC III, weekly reports for week 12(21st – 27th August 2023) dated 27th August 2023, weekly reports for week 11(14th – 20th August 2023) dated 20th August 2023, weekly reports for week 10 (4th – 10th August 2023) dated 10th August 2023 and weekly report for week 9 (28th July – 3rd August 2023) by Akoli Prisca Juliet the Clerk of Works in which she reported the weekly activities as; plastering and screeding inside the VIP Latrine, laying of the gable ends for maternity ward, casting VIP latrine floor to 6 inches thick concrete and steel work set up for the second ring beam among others was presented.	1

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

Maximum 10 points on this performance measure

g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility, the Community Development and Environmental officers: score 1 or else score 0

If there is no project, provide the score

There was evidence that the LG held monthly site meetings by project site committee chaired by the COA of upgrade of Aganga HC II to HC III.

For instance;

- For upgrade of Aganga HC II to HC III, minutes of site inspection/meeting No. 1 held on 25th May 2023 was presented. The CAO who chaired the meeting informed members that the works commenced on 1st February 2023 after formal site handover which was presided over by the District Executive Committee and he apologised for delays in issuing commencement letters. Attendance included but not limited to the following; Geoffrey Okaka the CAO, Otimoi Jaspher the District Environment Officer, Aguma Tom Edward the Ag. District Engineer, Aduk Winfred the Staff Aganga HC, Okello Tom the DCDO and the Chairperson HUMC, George Abudul the RDC.

- Minutes of site inspection/meeting NO. 2 for upgrade of Aganga HC II to HC III held on 12th September 2023 were presented. Under minute 01/02/09/2023: Site inspection, it was noted that no work was ongoing at the time of inspection though the maternity ward and staff house had reached the roofing stage. Roofing had commenced with fabrication and fixing of roof structures stalled. Attendance included but not limited to the following; Okello Joseph the in charge, Rev. Ogwang Jimmy the C/P Health Management Committee – Aganga, Aguma Tom Edward the Ag. District Engineer, Okullo Haron the Environment Officer, Eloo Hilary the Senior Labour Officer, Oceng Francis Leone the District Health Officer.

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

Maximum 10 points on this performance measure

h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0

If there is no project, provide the score

There was evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly by relevant technical officers.

For instance;

- For upgrade of Aganga HC II to HC II, monthly technical report on upgrade of Aganga HC II to HC III by the relevant Officers in which excavation of placenta pit was reported to be complete and physical progress of work at 9.36%, and noted; no hoarding had been done and no warning signs were provided was dated 30th June 2023. Monthly progress report by all relevant Officers in which physical progress was reported as 10%, no hoarding was done at site, first aid box was provided was dated 3rd June 2023. A copy of the site instruction issued by Aguma Tom Edward on 24th August 2023 instructing the contractor to arrange for joint testing of reinforced concrete blocks on 29th August 2023 in the presence of District Engineer or his representative was presented. Another set of instruction dated 30th August 2023 by Akoli Prisca Juliet the Clerk of Works in

which she instructed removal of loose collapsible soil in the latrine area and replacing it with approved imported soils was presented.

- For construction of semi-detached staff house with 2 stance drainable latrine at Kungu Health Centre III, the 3rd technical report on construction of a semi-detached staff house and 2 stance drainable latrine at Kungu HC III by the District Engineer, the DCDO and Environment Officer in which the physical progress was reported as 100% and reported that all casement type windows/external doors, internal doors and locking accessories had been fabricated, delivered and fixed was dated 10th July 2023. the 1st Technical report on construction of a semi-detached staff house and 2 stances drainable latrine at Kungu HC III by the District Engineer, the DCDO and Environment Officer in which the physical progress was reported as 46.78% and reported that the contractor had not yet provided safety wears to workers and had not yet conducted HIV/AIDS awareness was dated 26th April 2023

- For construction of semi-detached staff house with 2 stance drainable latrine at Kadilani Health Centre III, the 3rd technical report on construction of a semi-detached staff house and 2 stance drainable latrine at Kidilani HC III by the District Engineer, the DCDO and Environment Officer in which the physical progress was reported as 100% and reported that the contractor had provided safety wears to workers was dated 31st July 2023. the 1st Technical report on construction of a semi-detached staff house and 2 stance drainable latrine at Kidilani HC III by the District Engineer, the DCDO and Environment Officer in which the physical progress was reported as 35% and reported that the contractor had not yet provided first aid boxes as required by the contractor and the contractor was given instructions to comply was dated 18th April 2023.

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

Maximum 10 points on this performance measure

i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0

Evidence was presented to the assessment team that the DHO verified works and initiated payments of contractors within the specified timeframes of 10 working days after receiving payment requests.

- Voucher No. 5312643 dated 27th June 2023; Construction of a semi-detached staff house with a two - stance drainable latrine at Kungu HCIII Ushs 162,160,950 in Akokoro sub county; by Megum Technical Services Limited Contract No: APAC502/WRKS/2022-23/00005. The DHO verified works and initiated payments of contractors on 12th June, 2023; and the certificate was paid on the 27th June 2023, however, the contractor initiated payment on the 5th June 2023 which was more than 10 working days

- Voucher No. 5312643 dated 17th May 2023; Construction of a semi-detached staff house with a two - stance drainable latrine at Kalindini HCIII Ushs 161,087,535 in Tebeko sub county; by Step Entertainment Limited Contract No: APAC502/WRKS/2022-23/00006. The DHO verified works and initiated payments of contractors on 12th June, 2023; and the certificate was paid on the 27th June 2023, however, the contractor initiated payment on the 25th May 2023 which was more than 10 working days

Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines Maximum 10 points on this performance measure	j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0	There was evidence that the procurement file for each health infrastructure contract was complete with all records required by the PPDA. For example; • For construction of a semi-detached twin staff house with a two stance drainable latrine at Kidilani HC III, procurement reference number: Apac502/WRKS/2022-2023/00006, the file had an evaluation report signed by Evaluation Committee on 7th November 2022 recommending award to M/S STEP Entertainment Ltd at a contract price of UGX 161,087,535. Contracts Committee approved the Evaluation Report on 10th November 2022 under minute no. CC/03/11/2022-2023 and the contract was signed with M/S STEP Entertainment Ltd as per agreement dated 9th December 2022. • For construction of a semi-detached twin staff house with a two stance drainable latrine at Kungu HC III, the file had an evaluation report signed by Evaluation Committee on 7th November 2022 recommending award to M/S Megum Technical Services Ltd at a contract price of UGX 162,160,950. Contracts Committee approved the Evaluation Report on 10th November 2022 under minute no. CC/03/11/2022-2023 and the contract was signed with M/S Megum Technical Services Ltd as per agreement dated 9th December 2022. • For Upgrade of Akanga HC II to HC III, the file had an evaluation report signed by Evaluation Committee on 27th September 2022 recommending award to M/S Bygon Enterprises Ltd at a contract price of UGX 883,532,645. Contracts Committee approved the Evaluation Report on 19th October 2022 under minute No. 03/LCCC3/2022-2023 and the contract was signed with M/S Bygon Enterprises Ltd as per agreement dated 10th January 2023.
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Environment and Social Safeguards

Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework Maximum 2 points on this performance measure	a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0	There were no grievances raised/recorded in the log book under health sector.
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15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery Maximum 5 points on this performance measure	a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0	There was a document titled “Dissemination of waste management guidelines to health facilities dated 6th October 2022.” The guidelines were received by 20 facilities and a follow up training was conducted for the health workers as per the report dated 16th December 2022.	2
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery Maximum 5 points on this performance measure	b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0	The DLG had no copy of the MOU but there was a service provider “Green Label” managing the medical waste at the district. Kungu health centre III had a newly constructed incinerator, placenta pit, medical waste pits and rubbish pits for burning rubbish. In the annual comprehensive work plan 2023/2024 dated 15th March 2023 and signed by the chairperson HUMC and In-charge had a budget for fuel for burning the waste at UGX 450,000. Kidilani health centre III had a placenta pit, medical waste pits, rubbish pits and bins. In the work plan 2023/2024 dated 30th March 2023 and signed by the chairperson HUMC and In-charge, had a budget on environment sanitation at UGX 800,000. Aganga health centre II under the upgrade had the incinerator, placenta pit under construction.	2
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery Maximum 5 points on this performance measure	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	Report following training on infection prevention and control (IPC) conducted for health workers, dated 16th December 2022. The main objective was to build capacity of health workers on medical waste management/sharp safety. Report prepared by IPC FP/Apac. Report following WASH/IPC mentorship conducted in high volume health facilities dated 13th July 2022. The main objective was to mentor and equip health care workers with knowledge on infection prevention and control, medical waste management in all the health facilities. Health workers from 7 health facilities were trained. The report was prepared by Auma Christine – Health Inspector.	1

16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments Maximum 8 points on this performance measure	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	Contract no. APAC 602/WRKS/2022-2023/00006 for the construction of semidetached staff house and two stances drainable pit latrine at Kidilani Health centre III by M/s Step Entertainment Ltd, did not have the ESMP incorporated. The BoQ element E-occupational health and safety HIV/AIDs and Gender, D-hording and fencing and element B-removal of rubbish at site had a total amount of UGX 900,000. contract no. APAC 602/WRKS/2022-2023/00005 for the construction of semidetached staff house and two stances drainable pit latrine at Kungu Health centre III by M/s Megum Technical Services Ltd, did not have ESMP incorporated. The BoQ element E-occupational health and safety HIV/AIDs and Gender, D-hording and fencing and element B-removal of rubbish at site had a total amount of UGX 900,000. contract no. MoH-UGIFT/WRKS/2022-2023/00001 - APAC 502/WRKS/2022-2023/00005 for the Upgrade of Aganga Health centre II to HC III by M/s Bygon Enterprises Ltd. The BoQ element E-occupational health and safety HIV/AIDs and Gender, D-hording and fencing and element B-removal of rubbish at site had a total amount of UGX 900,000.	2
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments Maximum 8 points on this performance measure	b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0	There was no evidence that the DLG had proof of land ownership where the projects were implemented, for instance upgrade in Aganga health centre II, constructions in Kungu health centre III and Kidilani health centre III.	0

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

Maximum 8 points on this performance measure

c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.

Environment and social monitoring report for the construction of semi-detached staff house with two stances drainable latrine at Kungu health centre III, dated 31st October 2022. The main objective was to ascertain compliance with the mitigation measures. A team of 4 members conducted the monitoring on 28th October 2022. The report was signed by Okullu Haron the Environment Officer and Okello Tom the DCDO.

Environment and social safeguard compliance for the construction of modern maternity ward, placenta pit, four stance pit latrine and medical waste pit at Aganga health centre II, dated 20th June 2023. The monitoring was basically to check the status of the mitigation measures put in place. The report was prepared by the Environment Officer and DCDO.

Environment and social monitoring report for the construction of semi-detached staff house with two stances drainable latrine at Kidilani health centre III, dated 31st October 2022. The main objective was to ascertain compliance with the mitigation measures. A team of 4 members conducted the monitoring on 27th October 2022. The report was signed by Okullu Haron the Environment Officer and Okello Tom the DCDO.

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

Maximum 8 points on this performance measure

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

Certificate no.1 dated 8th June 2023, contract no. APAC 502/WRKS/2022-2023/00006 for the construction of semidetached staff house and two stances drainable pit latrine at Kidilani Health centre III. Certificate worth UGX 161,087,535. Certificate was signed by Environment Officer, DCDO, DEO. Payment was made on 27th June 2023, PV no. 6416451.

Certificate no.1 dated 4th May 2023, contract no. APAC 502/WRKS/2022-2023/00005 for the construction of semidetached staff house and two stances drainable pit latrine at Kungu Health centre III. Certificate worth UGX 162,160,950. Certificate was signed by Environment Officer, DCDO, DEO. Payment was made on 30th May 2023, PV no. 5760431.

Certificate no.1 dated 16th June 2023, contract no. MoH-UGIFT/WRKS/2022-2023/00001 - APAC 502/WRKS/2022-2023/00005 for the Upgrade of Aganga Health centre II to HC III. Certificate worth UGX 883,532,645. Certificate was signed by Environment Officer, DCDO, DEO. Payment was made on 27th June 2023, PV no. 6413134.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional. If the district rural water source functionality as per the sector MIS is: - o 90 - 100%: score 2 - o 80-89%: score 1 - o Below 80%: 0	Reviewed MIS data provided by the MWE indicated that Apac district rural water source functionality was at 67% below 80%	0
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees <i>Maximum 4 points on this performance measure</i>	b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is: - o 90 - 100%: score 2 - o 80-89%: score 1 - o Below 80%: 0	Reviewed MIS data FY 2022/2023 obtained from the MWE indicated that Apac district rural water facilities with functional WSCs were - • The established WSCs were 309. • The functional WSCs were 309 This translated to the 100% of facilities with functional Water and Sanitation Committees $(309/ 309) *100 = 100\%$	2
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment <i>Maximum 8 points on this performance measure</i>	a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is; • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0	The evidence of the submitted LLG performance report in OPAMS prepared by the district planner showed Not applicable for performance in 2022 and 78% in 2023.. Since there was no assessment in 2022 to provide base data for comparison of whether there was an increase or Not, the LG scored a zero.	0

N23_Service Delivery
Performance: Average
score in the water and
environment LLGs
performance
assessment

Maximum 8 points on
this performance
measure

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

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

o If 80-99%: Score 1

o If below 80 %: Score 0

Apac District rural safe water
coverage was at 72% as per AWP FY
2022/2023. The water sector budget
and Annual work plan for FY
2022/2023 dated 18th July 2022 and
signed by CAO, approved by the
Permanent Secretary, MWE on 29th
July 2022 considered

Three (3) out of six (6) Sub counties
were below the District's safe water
coverage.

The six (06) Sub-counties were: - Apoi
at 57.89%, Chegere at 64.17%, and
Teboke at 63.99%,

From the above three, all sub-counties
were budgeted for in the FY
2022/2023,

DWO total budget for FY 2022/2023
was Ushs 458,726,031 out of this total
budget the sum of Ushs. 219,444,000
was allocated to Sub-counties below
District average.

This indicated that 47.84 % of budget
for FY 2022/2023 was allocated to
Sub-counties below District safe water
average.

$(219,444,000 / 458,726,031) \times 100 =$
47.84 %

The budget for FY 2022/2023 allocated
to Sub-counties below the District
average was below 100% because
Apac DLG had an MoU with the
International Lifeline Fund, ILF, a
development partner to support these
sub-counties. The MoU was signed on
1st September 2020.

Signatories were:

-Michael Wanje -CAO

-Odongo Asanti- LC V chairperson

-Emmanuel Ojara Sunday -ILF

-Ojok Patrick -ILF

N23_Service Delivery
Performance: Average
score in the water and
environment LLGs
performance
assessment

Maximum 8 points on
this performance
measure

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

o If within +/-20% score 2

o If not score 0

The contract price of 3 sampled WSS
infrastructure investments for the
previous FY were within +/- 20% of
engineers estimates as analyzed
below;

1. Siting, drilling, and installation of
seven (7) boreholes (procurement Ref.
No. APAC502/wrks/2022-23/00002)
signed on 24th January 2023.

Engineer's estimate was
UGX.171,500,000 against the contract
price of UGX.171,500,000= which is a
variation of 0.00%

2. Rehabilitation of ten (10) units of
boreholes (procurement Ref. No.
APAC502/wrks/2022-23/00004) signed
on 9th December 2022. Engineer's
estimate was UGX.68,595,090=
against contract price of
UGX.68,564,000=, which is a variation
of 0.05%

3. Construction of a 5-stance
drainable pit latrine at Awila RGC
(procurement Ref. No.
APAC502/wrks/2022-23/00011).
Engineer's estimate was
UGX.28,500,000= against the contract
price of UGX.28,500,000=, which is a
variation of 0.00%

N23_Service Delivery
Performance: Average
score in the water and
environment LLGs
performance
assessment

Maximum 8 points on
this performance
measure

d. % of WSS infrastructure
projects completed as per
annual work plan by end of FY.

o If 100% projects completed:
score 2

o If 80-99% projects completed:
score 1

o If projects completed are
below 80%: 0

AWP Dated 18th July 2022 and signed
by CAO, approved by the Permanent
Secretary, MWE on 29th July 2022 and
Fourth quarter report for FY
2022/20223 dated 14th July 2023
signed by CAO, received by the
Permanent Secretary on 21st July
2023 were considered

Sampled projects.

Projects: Construction of deep
boreholes

No. of planned projects: 7

No. of completed projects: 7

Remarks: 7 deep boreholes were
completed and are functional.

Projects: Construction of production
wells

No. of planned projects: 03

No. of completed projects: 03

Remarks: Teboke and Agoga
production wells were both successful,
but Amun did not meet the required
stand and it was installed to serve as
hand pump

Projects: Rehabilitation of Boreholes

No. of planned projects: 10

No. of completed projects: 10

Remarks: All the 10 Boreholes were
completed and are functional

Total planned projects = 20

Total completed projects = 20

% = $(20/20) \times 100 = 100\%$

3	New_Achievement of Standards: The LG has met WSS infrastructure facility standards <i>Maximum 4 points on this performance measure</i>	a. If there is an increase in the % of water supply facilities that are functioning o If there is an increase: score 2 o If no increase: score 0.	Ministry MIS FY2021/2022 -The functioning % of water supply facilities for Apac DLG were: Rural = 76% Urban = 81% = ((76+81)/2) % = 78.5% Ministry MIS FY 2022/2023: -The functioning % of water supply facilities for Apac DLG were: Rural = 67% Urban = 75% = ((67+75)/2) % = 71% The above results indicated no increase in percentage of water supply facilities from FY 2021/2022 to FY 2022/2023	0
3	New_Achievement of Standards: The LG has met WSS infrastructure facility standards <i>Maximum 4 points on this performance measure</i>	b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs). o If increase is more than 1% score 2 o If increase is between 0-1%, score 1 o If there is no increase : score 0.	Ministry MIS FY 2021/2022: Apac DLG were: -The established WSCs were 308. -The functional WSCs were 285 = (285/308)*100 = 92.53% This translated to the 92.53% of facilities with functional Water and Sanitation Committees Ministry MIS FY 2022/2023: Apac DLG -The established WSCs were 309 -The functional WSCs were 309 = (309/309) *100 = 100% This translated to the 100% of facilities with functional Water and Sanitation Committees The above results indicated an increase of 7.47% of facilities with functional Water and Sanitation Committees from FY 2021/2022 and FY 2022/2023	2

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

Maximum 3 points on this performance measure

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

The water sector budget and Annual work plan dated 18th July 2022 and signed by CAO, received by the Permanent Secretary on 29th July 2022, and the Fourth quarter progress report for FY 2022/20223 dated 14th July 2023, signed by CAO, received by the Permanent Secretary on 21st July 2023 were considered.

Sampled projects

Projects: Construction of deep boreholes

No. of planned projects: 7

No. of completed projects: 7

Remarks: 7 deep boreholes were completed and are functional.

Projects: Construction of production wells

No. of planned projects: 03

No. of completed projects: 03

Remarks: Teboke and Agoga production wells were both successful, but Amun did not meet the required stand and it was installed to serve as a hand pump

Projects: Rehabilitation of Boreholes

No. of planned projects: 10

No. of completed projects: 10

Remarks: All the 10 Boreholes were completed and are functional

Projects: Construction of public latrine in RGC

No. of planned projects: 1

No. of completed projects: 1

Remarks: Public latrine of 5 stances drainable constructed at Awila trading center

On 19th December 2023, three (3) WSS infrastructure were sampled in three Sub-counties during the field visit.

WSS infrastructure 1

Activity: Construction of Borehole

Village: Arwot Oleko

Parish: Chegere

Sub-County: Chegere

Finding (Field visit):

-The deep well was drilled, cast and installed

-The platform was labelled with DWD No. 79192 with date of construction as 29th May 2023.

-Borehole seen functional at time of assessment.

WSS infrastructure 2

Activity: Construction of production wells

Village: Angur

Parish: Teboke

Sub-County: Teboke

Finding (Field visit):

-The production well was drilled, and Pistol head installed

-The platform was labelled with DWD No. 87778

WSS infrastructure 3

Activity: Construction of Borehole

Village: Akuli A

Parish: Atopi

Sub-County: Apac

Finding (Field visit):

-The borehole was drilled, cast and installed

-The platform was labeled with DWD No. 79190 with the date of construction as 27th May 2023.

-The borehole was seen as functional at the time of assessment.

Since the information on WSS facilities reported in quarter 4 progress report

5

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

Maximum 7 points on this performance measure

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

for the FY 2022/2023 was inter-dorm with what was seen at the sites visited, it confirmed that the DWO accurately reported on the WSS facilities constructed in the FY 2022/2023.

2

The DWO compiled quarterly information on sub-county water supply and sanitation, functionality of water facilities and existence of WSCs as follows;

Quarter I report.

- Report compiled on 30th November 2022.

- Information were captured under this report was

source name, facility, Year of construction, functionality, status and Remarks

-The number of water sources facilities reached were 76 points

Compiled by Odongo Jonathan – Pump mechanic.

Quarter II report

-Report compiled on 16th December 2022.

-Information were captured under this report was

source name, facility, Year of construction, functionality, status and Remarks

-The number of water sources facilities reached were 80 points

Compiled by Kaka Dickens – Pmechanic.anic

Quarter III report

-Report compiled on 22nd February 2023,

- Information were captured under this report was

source name, facility ty , Year of construction, functionality, status and Remarks

-The number of water sources facilities reached were 240 points

Compiled by Patrick Ebong – Pump mechanic

Quarter IV report

-Report compiled on 28th June 2023.

- Information were captured under this report was

source name, facility, Year of construction, functionality, status and Remarks

-The number of water sources facilities reached were 85points

Compiled by Opio Augustino – Pump mechanic.

5

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

Maximum 7 points on this performance measure

b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0

The DWO updated the MIS (WSS data) quarterly for the FY 2022/2023 using data collection form 1 and was received by MWE on 21st July 2023.

The following new water supply and sanitation facilities that were constructed in the FY 2022/2023 were seen recorded in the data collection form;

-Arwotoleko deep borehole DWSCG 79192 constructed in Chegere Sub-County. The facility has 10 members on WSC

-Awany deep borehole DWSCG 79186 was constructed in the Akokoro sub-county. The facility has 10 members on WSC

- Acenglyet deep borehole DWSCG 79188 constructed in Akokoro Sub-County. The facility has 10 members on WSC

-- Tarogali deep borehole DWSCG 79189 constructed in Ibuje Sub-county. The facility has 10 members on WSC

3

5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance <i>Maximum 7 points on this performance measure</i>	c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0 <i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i>	There was no evidence that Apac DLG conducted LLG assessment in the previous FY. Therefore, the indicator does not apply to this particular DLG.	0
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Human Resource Management and Development

6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff <i>Maximum 4 points on this performance measure</i>	a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2	The DWO Staff were budgeted for as follows; <table><tr><td>1 Civil Engineer(water)</td><td>-</td><td>50,400,000 per annum</td></tr><tr><td>1 Borehole maintenance technician-</td><td></td><td>4,080,000 per annum.</td></tr></table> Ref. page 14 of 25 of PBS Staff list for FY 2023/2024 Note: Assistant Water Officers (1 for mobilization and 1 for sanitation and hygiene were not in the customized staff structure for Apac DLG therefore not budgeted for.	1 Civil Engineer(water)	-	50,400,000 per annum	1 Borehole maintenance technician-		4,080,000 per annum.	2
1 Civil Engineer(water)	-	50,400,000 per annum								
1 Borehole maintenance technician-		4,080,000 per annum.								
6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff <i>Maximum 4 points on this performance measure</i>	b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2	The Environment and Natural Resources Office budgeted for its staff as follows; <table><tr><td>1 Forestry Officer -</td><td></td><td>26,400,000 per annum</td></tr><tr><td>1 Environmental Officer -</td><td></td><td>50,400,000 per annum</td></tr></table> Ref. page 14 of 25 PBS Staff list for FY 2023/2024	1 Forestry Officer -		26,400,000 per annum	1 Environmental Officer -		50,400,000 per annum	2
1 Forestry Officer -		26,400,000 per annum								
1 Environmental Officer -		50,400,000 per annum								

7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans. <i>Maximum 6 points on this performance measure</i>	a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3	There was no evidence provided to ascertain that the DWO Staff were appraised against their agreed performance plans during the previous FY.	0
7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans. <i>Maximum 6 points on this performance measure</i>	b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3	There was no evidence seen at the time of assessment that Apac DWO prepared a training plan to address identified staff capacity gaps	0

Management, Monitoring and Supervision of Services.

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

Maximum 6 points on this performance measure

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

Apac DLG rural safe water coverage stands at 72.96% as per AWP FY 2023/2024 dated 19th July 3 signed by CAO, received by the Central Registry on 21st July 2023 with 06 sub counties.

Three (3) out of six (6) Sub counties were below the District's safe water coverage.

The three (03) Sub-counties were: - Apoi at 58.98%, Chegere at 64.17%, and Teboke at 65.59%,

From the above three, only Chegere sub-county was budgeted for in the FY 2023/2024. The rest were taken up by the development partner i.e. International Lifeline Fund, ILF as per MoU between Apac DLG and International Lifeline Fund signed on 1st September 2020

Signatories were

-Michael Wanje -CAO

-Odongo Asanti- LC V chairperson

-Emmanuel Ojara Sunday -ILF

-Ojok Patrick -ILF

DWO total budget for FY 2023/2024 was Ushs 564,360,170 out of this total budget the sum of Ushs283,489,000 was allocated to Chegere Sub-

This indicated that 50.23 % of budget for FY 2023/2024 was allocated to Chegere sub-county below District safe water average.

$(283,489,000 / 564,360,170) \times 100 = 50.23 \%$

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

Maximum 6 points on this performance measure

b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3

DWO communicated to LLGs through advocacy meeting as per the minutes dated 13th September 2023 held at Apac Scouts Hall under Min.05/Sep/2023.

DWO presented.:

- 1) Overview of current water and environment initiatives
- 2) District water and environment status update
- 3) List of locations distributions to sub counties benefiting under DWSCG for FY 2023/2024

Compiled by

Bongonyinge Felix—Secretary

-Janet Odongo—Chairperson

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

Maximum 8 points on this performance measure

a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)

- If 95% and above of the WSS facilities monitored quarterly: score 4
- If 80-94% of the WSS facilities monitored quarterly: score 2
- If less than 80% of the WSS facilities monitored quarterly: Score 0

The monitoring reports and list of WSS projects for the FY 2022/2023 were considered:

Sampled WSS facilities per quarter

QUARTER I

Monitoring report on functionality of Water sources FY 2022/2023

Dated: 30th November 2022

Sub-Counties: All in Apac District

Findings:

Boreholes: -

-Functional = 76

Remarks:

-The non-functional sources to be considered for rehabilitation in the FY 2022/2023

- WUCs to be retrained

Total WSS Projects = 534

No. of Projects monitored =76

% = (76/534) x100 =14.23%

Monitoring Team:

Odongo Jonathan - DWO

QUARTER II

Monitoring report on functionality of
Water sources FY 2022/2023

Dated: 16th December 2022

Sub-Counties: All in Apac District

Findings:

Boreholes: -

-Functional = 80

Remarks:

-The non-functional sources to be
considered for rehabilitation in the FY
2022/2023

- WUCs to be retrained

Total WSS Projects = 534

No. of Projects monitored =80

% = $(80/534) \times 100 = 14.98\%$

Monitoring Team:

Okaka Dickens - DWO

QUARTER III

Monitoring report on functionality of
Water sources FY 2022/2023

Dated: 22th February 2023

Sub-Counties: All in Apac District

Findings:

Boreholes: -

-Functional = 240

Remarks:

-The non-functional sources to be
considered for rehabilitation in the FY
2023/2024

- WUCs to be retrained

Total WSS Projects = 550

No. of Projects monitored =240

% = $(240/550) \times 100 = 43.64\%$

Monitoring Team:

QUARTER IV

Monitoring report on functionality of
Water sources FY 2022/2023

Dated: 28th June 2023

Sub-Counties: All in Apac District

Findings:

Boreholes: -

-Boreholes =85 points

Remarks:

-The non-functional sources to be
considered for rehabilitation in the FY
2023/2024

- WUCs to be retrained

Total WSS Projects = 550

No. of Projects monitored =85

% = (85/550) x100 =15.45%

Monitoring Team:

Opio Augustino - DWO

Quarter 1 = 14.23%,

Quarter 2 =14.98%

Quarter 3 =43.64%

Quarter 4 = 15.45%

Average = (14.23% +
14.98%+43.64%+15.45%)/4

= 88.3/4 = 22.08% below
80%

9

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

*Maximum 8 points on
this performance
measure*

b. Evidence that the DWO
conducted quarterly DWSCC
meetings and among other
agenda items, key issues
identified from quarterly
monitoring of WSS facilities
were discussed and remedial
actions incorporated in the
current FY AWP. Score 2

2

The reviewed AWP for FY 2022/2023
dated 18th July 2022 signed by CAO ,
received by MWE on 29th July 2022
indicated that four (4) DWSCC
meetings had been planned and the
findings were that these four meetings
were held and documented as below:

Quarter I FY 2022/2023

One (1) DWSCC meeting was
conducted, held on 30th September
2022 at the Planning unit boardroom.

It began with field monitoring and meetings, and reporting was presented in report format instead of minutes.

The DWSCC report was captured, and the attendance list was included.

Action points

- A follow-up be made on the delayed completion of Agali valley Tank
- Piped water system construction should be prioritized by motorizing high-yielding boreholes.
- NWSC should organize a stakeholders sensitization meeting in a bid towards creating awareness on relevant policies and guidelines
- A follow-up on the decommissioning of point water sources that are within NWSC gazetted areas in Apac.
- ILF will enroll more communities in the CMBS+ O&M framework.

Remedial

- District planned to design and construct a piped water system in Kidelani HC III
- Advocacy meeting planned in the current FY
- ILF is enrolling more communities

Compiled by

-Ongom Emmanuel- ADWO mobilization

Copied to all members of DWSCC

Quarter II FY 2022/2023

One (1) DWSCC meeting was conducted and held on 12th December 2022 at the production boardroom.

DWSCC minutes have been captured, and attendance is attached.

Action points

-More funds be lobbied for the construction of a mini water supply system by the district

- A follow-up on the decommissioning of point water sources that are within NWSC gazette areas in Apac

- ILF to enroll more communities in the CMBS+ O&M framework.

Remedial

-Allocated ILF to design and construct pipe water scheme in Teboke

- District planned to design and construct piped water system in Kidelani HC III

Compiled by

-Ongom Emmanuel- ADWO mobilization

Copied to all members of DWSCC

Quarter III FY 2022/2023

One (1) DWSCC meeting was conducted, held on 17th March 2023 at Production boardroom.

DWSCC minutes have been captured, and attendance is attached.

Actions points

DWO, through the office of the CAO, should communicate to the Headteacher of Alaro Primary School to refund the money borrowed from WUC.

-the office of CAO should request ILF to construct Bio-san water filters to households to communities, especially along the lake shores

-All water point sources that are within NWSC gazette areas in Apac should be decommissioned for effective O&M operation of the NWSC system

Remedial

-DWO communicated to the headteacher and the issue resolved

Compiled by

-Ongom Emmanuel- ADWO
mobilization

Copied to all members of DWSCC.

Quarter IV FY 2023/2023

One (1) DWSCC meeting was
conducted, held on 22nd June 2023 at
the Production boardroom

DWSCC minutes have been captured,
and attendance is attached.

Actions points

- There should be a prioritization of
piped water system construction by
motorizing high-yielding boreholes.
- NWSC should organize a
stakeholders sensitization meeting in
a bid to create awareness of relevant
policies and guidelines.
- ILF to enroll more communities in
the CMBS+ O&M framework.

Remedial

All were addressed in the advocacy
meetings.

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

Maximum 8 points on this performance measure

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

Apac DWO publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties FY2023/2024 by display on the Water Office and Sub counties' notice boards as evidenced on the assessment days, dated 19th July 2023, signed by

Okwir Patrick - DWO

Below are the three sampled LLGs with only Chegere below safe water coverage

S/No.: 01

Projects: Construction of 5 stances drainable Latrine (1), Construction of 2 Boreholes, Rehabilitation of Boreholes (3) and Design/construction of piped water system

Sub County: Chegere

Funding: DWSSCG

Budget: Ushs 283,489, 000

S/No.: 02

Projects: Drilling of 2 Boreholes and Rehabilitation of 2 Boreholes

Sub County: Ibuje

Funding: DWSSCG

Budget: Ushs 66,000,000

S/No.: 03

Projects: Construction of 2 Borehole and Rehabilitation of 1 Boreholes

Sub County: Akokoro

Funding: DWSSCG

Budget: USHS 58,000,000

Mobilization for WSS is conducted

Maximum 6 points on this performance measure

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

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

From Apac DLG Water Sector AWP FY 2022/2023 dated 18th July 2022 signed by CAO. Received on 29th July 2022 by The Permanent Secretary – MWE.

The total of NWR was USHS 62,110,666 A total amount allocated for Community mobilization was USHS 24,138,666

$(24,138,666 / 62,110,666) \times 100 = 56.7\%$

The allocated Community mobilization funds was 38.86% below the minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines.

Mobilization for WSS is conducted

Maximum 6 points on this performance measure

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

Apac DWO documented General training report on O&M of WSS facilities as below: -

Training Report 1:

Dated: 13th July 2023

Training period: from 5th July -13th July 2023

Titled: Report on Training Water User Committees

Sub-counties: Chegere, Apac, Ibuje and Akokoro

This report captured:

-Operation and maintenance of water sources

-Roles of WSCS

-Roles of the sub-county and district in water source management

-Roles of communities in the water source O&M

- Roles pump mechanics

-Importance of data collection maintenance

Compiled and Signed by:

Okwir Patrick - DWO

Christine Auma - Health Inspector

CDOs and Health Assistants

Investment Management

11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG: Score 4 or else 0	The DWO presented a soft copy asset register for the FY 2022/2023. The file contained details for WSS facilities in the LG with the following key information captured for each facility: Sub county, Parish, village, source number, Source name, volume, type of borehole, type of pump, year of construction, source name, source number, source of funding, use, and ownership etc. The register contained the following sampled WSS constructed in the FY 2022/2023 which showed that it was updated. -Chegere Deep borehole DWD 79192constructed in Chegere Sub-County -Lela Deep borehole DWD 79187 constructed in Apoi Sub- County -Acenglyet Deep borehole DWD 79188 constructed in Akokoro Sub- County.- Angur Production Well DWD 87778 constructed in Teboke Sub-County.	4
11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible: Score 4 or else score 0.	The LG conducted desk appraisal for WSS prioritized investments and it was evident that they were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines page 8. The projects included; Siting, Drilling, and test Pumping of Two (02) Production Wells and One Pump Borehole in Apac in Apac District Rehabilitation of Ten (10) selected boreholes Siting, Drilling, Test Pumping, and Installation of 7 deep wells/boreholes The above projects were recommended for field appraisal since investments were derived from the approved district development plans (LGDP III) and are eligible for expenditure under sector guidelines (prioritize investments for sub—counties with safe water coverage below the district average and rehabilitation of non-functional facilities). The filed appraisal team will determine the sub-counties to benefit and the actual sites from the technical feasibility.	4

11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2	All budgeted investments under Apac DLG Water Office for FY 2023/2024 have completed applications from beneficiary communities. Three Community applications were sampled. Community application 1 Date: 27th December 2022 Village: Abolo East Parish: Atana Sub-County:Apac Applied for: Deep Borehole Community contribution: Ushs 200,000 Sign and stumped by LC I Chairperson: Obao Tom and included also community member's details. Community application 2 Date: 30th December 2022 Village: Angaomwonyi Parish:Aberi Dwogo Sub-County: Ibuje Applied for: Deep Borehole Community contribution: Ushs 200,000 Sign and stumped by LC I Chairperson: Opito Alex included also community member's details. Community application 3 Date: 21st December 2022 Village: Oloc Parish: Akokoro Sub-County: Akokoro Applied for: Deep Borehole Community contribution: Ushs 200,000 Sign and stumped by LC I Chairperson: Ongwang Tonny and included also	2
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11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2	There was evidence that field appraisals were conducted for the water development projects implemented by the LG in the FY 2023/24 and the projects were; Project: Siting, Drilling, and test Pumping of Two (02) Production Wells and One Pump Borehole in Apac in Apac District for Ushs 120,000,000 Rehabilitation of Ten (10) Boreholes for Ushs 68,564,000 Project: Siting, Drilling, Test Pumping, and Installation of 7 deep wells/boreholes for Ushs 162,925,000 The projects were recommended for implementation since they were proved viable after the environment and social acceptability screening and technical feasibility tests.	2
11	Planning and Budgeting for Investments is conducted effectively <i>Maximum 14 points on this performance measure</i>	e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2	There was no evidence that the DLG had screened for environmental and social risks in the current FY 2023/2024.	0
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements <i>Maximum 14 points on this performance measure</i> .	a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0	There was evidence that the WSS investments were incorporated in the LG approved procurement plan for FY 2022/2023 dated 25th August 2022. For instance; • Rehabilitation of 10 deep wells at a budget of UGX 68,595,090. • Sitting, drilling and test pumping of 03 production wells at a budget of UGX 120,000,000. • Sitting, drilling and test pumping of 07 deep wells at a budget of UGX 175,000,000.	2

12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements <i>Maximum 14 points on this performance measure</i> .	b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:	There was evidence that the water supply and public sanitation infrastructure for the previous FY 2022/2023 was approved by the contracts committee before commencement of work. For example; • Rehabilitation of 10 deep wells, procurement reference: Apac502/WRKS/2022-2023/00004 was approved by the Contracts Committee on 10th November 2022 under minute no. CC/03/11/2022-2023 and contract awarded to M/S Amidi General Services Ltd at a contract price of UGX 67,000,000. • Sitting, drilling and test pumping of 03 production, procurement reference: Apac502/WRKS/2022-2023/00001 was approved by the Contracts Committee on 10th November 2022 under minute no. CC/03/11/2022-2023 and contract awarded to M/S ICON Projects Ltd at a contract price of UGX 120,000,000. • Sitting, drilling and Installation of 7 boreholes, procurement reference: Apac502/WRKS/2022-2023/00002 was approved by the Contracts Committee on 10th November 2022 under minute no. CC/03/11/2022-2023 and contract awarded to M/S KLR Uganda Ltd at a contract price of UGX 171,500,000.	2
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements <i>Maximum 14 points on this performance measure</i> .	c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:	There was evidence that the DWO properly established the PIT as specified in the Water sector guidelines. For instance; • A letter dated 30th December 2023 by Mboki Paul the CAO appointing the following as members of PIT for all water projects in FY 2022/2023 was presented; Okwir Patrick the DWO as a contract manager, Opor Alfred the Pump mechanic as a project manager, Okao Isaac the Labour Officer as a member, Otimoi Jaspher the Environment Officer as a member, Okello Tom the CDO as a member and Ejang Scovia the Assistant Engineering Officer Civil as a Clerk of Works.	2
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements	d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2	Contract documents for WSS infrastructure for FY 2022/2023 that entailed BoQ, drawings and specifications that guided the construction works were availed and reviewed.	2

Maximum 14 points on
this performance
measure

On 19th December 2023, three (3)
WSS infrastructure were sampled in
three Sub-counties during the field
visit.

WSS infrastructure 1

Activity: Construction of Borehole

Village: Arwot Oleko

Parish: Chegere

Details from BOQ & Drawings

- Preliminaries, general deep borehole
siting

- Drilling

- Casting platform and hand pump
installation

Finding (Field visit):

- The deep well was drilled, cast and
installed

- The platform was constructed as per
drawings

- The platform was labeled with DWD
No. 79192 with the date of
construction as 29th May 2023.

- Soak pit seen constructed with good
drainage

The borehole was fenced.

- Borehole seen functional at time of
assessment.

- No grass and trees seen planted
around

WSS infrastructure 2

Activity: Construction of production
wells

Village: Angur

Parish:Teboke

Sub-County: Teboke

Details from BOQ & Drawings

- Drilling of production wells

- Pump testing, water quality analysis,
and Apron work

- Drawings were availed

Finding (Field visit):

- The production well was drilled, and the pistol head was installed

- The platform was labeled with DWD No. 87778 with no date of construction

WSS infrastructure 3

Activity: Construction of Borehole

Village: Akuli A

Parish: Atopi

Sub-County: Apac

Details from BOQ & Drawings

- Preliminaries, general deep bore hole siting

- Drilling

- Casting platform and hand pump installation

Finding (Field visit):

- The deep well was drilled, cast and installed

- The platform was labeled with DWD No. 79190 with the date of construction as 27th May 2023.

- Borehole seen functional at the time of assessment

Generally, it was established that the WSS facilities visited were built as per the designs

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

Maximum 14 points on this performance measure

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

There was evidence that the relevant technical officers carried out monthly technical supervision of WSS infrastructure projects.

For instance;

- A supervision report for construction of deep wells dated 26th May 2023 by Opur Alfred the Borehole technician in which the Yield for Akuli "A" was reported to be very low and recommended a resurvey to potential area in that village with a good yield. An environment and social monitoring report for deep wells construction by Okullu Harson the Environment Officer and Okello Tom the DCDO in which they reported all 7 deep wells being complete and that drainage systems had been well constructed recommended training of water user committees and the use of concrete poles as opposed to wood should be preferred was dated 27th June 2023.

- A production wells drilling supervision report by Opur Alfred the borehole technician dated 30th March 2023 in which he recommended the casting team to put sanitary seal during casting at Angur was presented. An environment and social monitoring report for production wells construction by Okullu Harson the environment Officer and Okello Tom the DCDO in which they reported that two production wells had been drilled awaiting construction and recommended fencing of the area with drilled well was dated 27th June 2023.

- A supervision report on 10 deep well rehabilitation, casting and installation for FY 2022/2023 dated 12th June 2023 by Opur Alfred the borehole maintenance technician in which he recommended that the community to adapt to good O&M practice for Adagayela B/H in Atigolwok Parish. An environment and social monitoring report for rehabilitation of boreholes by Okullu Harson the Environment Officer and Okello Tom the DCDO to CAO in which it was reported that no trees were planted at sites and recommended the use of concrete poles as opposed to wood was dated 8th May 2023.

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

Maximum 14 points on this performance measure

f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts

o If 100 % contracts paid on time: Score 2

o If not score 0

There was evidence indicating that the DWO verified the works and initiated payments to contractors. All payments were within the specified timeframes as per the contracts for example:

Voucher No. 6411400 dated 27th June 2023 Contract no. APAC502/WRKS/2022-2023/00003
Project: Siting, Drilling & Test Pumping of Two (02) Production Well and One Pump Borehole in Apac in Apac District for Ushs 120,000,000 by ICON Projects Limited was certified and verified by the DWO on 5th June 2023; payment initiated on 5th June 2023 and paid on 27th June 2023 which was within 30 days as per the contract terms.

Voucher No. 5872994 dated 15th June 2023 Contract no. APAC502/WRKS/2022-2023/00004
Project: Rehabilitation of Ten (10) Boreholes for Ushs 68,564,000 by AMIDI General Services Ltd was certified and verified by the DWO on 29th May 2023; payment initiated on 31st May 2023 and paid on 15th June 2023 which was within 30 days as per the contract terms.

Voucher No. 6428023 dated 28th June 2023 Contract no. APAC502/WRKS/2022-2023/00003
Project: Siting, Drilling, Test Pumping, and Installation of 7 deep wells/boreholes for Ushs 162,925,000 KLR Uganda Limited was certified and verified by the DWO on 5th June 2023; payment initiated on 5th June 2023 and paid on 27th June 2023 which was within 30 days as per the contract terms.

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

Maximum 14 points on this performance measure

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

Score 2, If not score 0

There was evidence that the procurement files for water infrastructure investments were in place for each contract with all records as required by the PPDA law.

For example;

For Rehabilitation of 10 deep wells, Procurement reference: Apac502/WRKS/2022-2023/00004, the file had an evaluation report signed by the Evaluation Committee on 7th November 2022 recommending award to M/S Amidi General Services Ltd at a contract price of UGX 67,000,000. The evaluation report was approved by Contracts Committee on 10th November 2022 under minute no. CC/03/11/2022-2023 and contract awarded to M/S Amidi General Services Ltd at a contract price of UGX 67,000,000 as per signed agreement between the parties dated 9th December 2022.

- For sitting drilling and test pumping of 03 production wells, procurement reference Apac502/WRKS/2022-2023/00001, the file had an evaluation report signed by the Evaluation Committee on 7th November 2022 recommending award to M/S ICON Projects Ltd at a contract price of UGX 120,000,000. The Contracts Committee approved the evaluation report on 10th November 2022 under minute no. CC/03/11/2022-2023 and contract between the parties dated 24th January 2023.

- For sitting drilling and installation of 07 boreholes, procurement reference Apac502/WRKS/2022-2023/00002, the file had an evaluation report signed by the Evaluation Committee on 7th November 2022 recommending the award to M/S KLR Uganda Ltd at a contract price of UGX 171,500,000. The Contracts Committee approved the evaluation report on 10th November 2022 under minute no. CC/03/11/2022-2023 and contract between the parties dated 24th January 2023.

Environment and Social Requirements

13	Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework <i>Maximum 3 points this performance measure</i>	Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework: Score 3, If not score 0	There were no grievances raised/recorded in the log book under water sector.	3
14	Safeguards for service delivery <i>Maximum 3 points on this performance measure</i>	Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs: Score 3, If not score 0	There was evidence that the DLG disseminated the guideline on water source and catchment protection and natural resource management to CDOs. In the minutes of Apac District water supply and sanitation advocacy meeting held on 13th September 2023 at the Apac's scout's hall, min.04/Sep/13/2023, the main objective was to disseminate Government policies, strategies and Guidelines. The different stakeholders District Councillors from various sub-counties, LC III chairpersons, Heads of Departments, CDOs from all the sub-counties and the SASS. The minutes were signed by the chairperson- Principle Assistant Secretary and Secretary – the Communications Officer.	3
15	Safeguards in the Delivery of Investments <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	In the annual work plan 2022/2023, in output 6 of software, establishing and training of the water user committees was planned in element 6.4 to 6.5. Report on training of water user committees dated 13th July 2023. A total of 19 females and 51 males were trained as water user committee members from 7 newly constructed facilities. The training was conducted between 5th July 2023 and 13th July 2023 in the different water sources. The specific objective was to build the capacity of the water user committees to operate and maintain the water sources and their roles and responsibilities as members of the committee. The report was prepared by Okwir Patrick the District Water Officer.	3

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 3, If not score 0

Land Agreement between Local Government and Odongo Sam dated 12th April 2023 for voluntary provision of land located in Agoga A village, Alworocong prish in Ibuje sub-county. This was for 1 production well (Agoga). The form was signed by Odongo Sam Dickens the land owner, LC I Chairperson, LC III and Okwir Patrick the District Water Officer.

Land Agreement between Local Government and Ms Akello Susan dated 9th March 2023 for voluntary provision of land located in Lela village, Amun Parish at Apoi sub-county. The agreement was for Lela deep well. This agreement was signed by Akello Susan the land owner, Jane Ojura LC I and Okwir Patrick the District Water Officer.

Land Agreement between Local Government and Mr. Ekwang George dated 6th March 2023 for voluntary provision of land located in Arwotoleko village, Chegere Parish in Chegere sub-county. The agreement was for Arwotoleko deep well. Signed by Ekwang George the land owner, Omara Bonny James the LC I and Okwir Patrick the District Water Officer.

Land Agreement between Local Government and Mr. Ojuka Celestine dated 13th February 2023 for voluntary provision of land located in Angur village, Teboke Parish in Teboke sub-county. The agreement was for Teboke production well. Signed by Ojuka Celestine the land owner, Ogwal Patrick the chairperson LC I, Tema Geoffrey the LC III, Aguti Winnie the CDO and Okwir Patrick the District Water Officer.

Land agreement between Local Government and Mr. Ocen James dated 7th March 2023 for voluntary provision of land located in Tarogali village, Tarogali Parish in Ibuje sub-county. This was signed by Ocen James the land owner, Edola Tom the LC I and Okwir Patrick the District Water Officer.

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

Certificate no.1 dated 5th June 2023
for the sitting, drilling and test
pumping of three production wells.
Contract no. APAC 502/WRKS/2022-
2023/00003 by M/s Icon Projects
Limited. The certificate was worth UGX
120,000,000. Signed by the
Environment Officer, DCDO, District
Water Officer, CFO and CAO. Payment
was made on 27th June 2023, PV no.
6411400.

Certificate no.1 dated 5th June 2023
for the sitting, drilling and test
pumping of three deep wells. Contract
no. APAC 502/WRKS/2022-2023/00002
by M/s KLR Uganda Limited. The
certificate was worth UGX
171,500,000. Signed by the
Environment Officer, DCDO, District
Water Officer, CFO and CAO. Payment
was made on 27th June 2023, PV no.
6411740.

Certificate no.1 dated 4th August 2023
for the construction of 5 stances
drainable pit latrine at Awilla RGC in
Akokoro sub-county. Contract no.
APAC 502/WRKS/2022-2023/00011 by
M/s HANZON Engineering services and
supplies Limited. The certificate was
worth UGX 28,500,000. Signed by the
Environment Officer, DCDO, District
Water Officer, CFO and CAO. Payment
was made on 27th June 2023, PV no.
6418437.

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

Environment and social monitoring report for deep wells and production wells construction, dated 27th June 2023. The main objective was to monitor the compliance of the mitigation measures. There were 7 deep wells which were completed and two production wells drilled (Teboke and Agoga), Amun was changed to borehole due to the low groundwater in the area. The main recommendation was to train the water user committees immediately. Report was signed by Okullu Haron the Environment Officer and DCDO.

Environment and social monitoring report for the construction of four stance pit latrine at Awilla RGC, dated 27th June 2023. The monitoring was conducted on 27th June 2023 by a team of 5 members (DWO, DCDO, EO, DE and DHO). The main objective was to ascertain the compliance with the mitigation measures put in place. One of the recommendation was to put in place hand washer and soap. The report was prepared by Okullu Haron the Environment Officer.

**Micro-scale
Irrigation
Performance
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Local Government Service Delivery Results				
1	Outcome: The LG has increased acreage of newly irrigated land Maximum score 4 Maximum 20 points for this performance area	a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0	The LG has been implementing irrigation through private initiatives. They have 1.4 acres of demonstration plots under MSI program as of the end of FY2022/23. In FY2021/22, the LG had 139 acres. In the subsequent year FY 2022/23, the LG had 140.4 acres including 1.4 acres under MSI demonstration plots. This information was contained in a report by Mr. Aloka Bonny (AO) the MSI focal person in the LG written on 22nd May 2023.	2
1	Outcome: The LG has increased acreage of newly irrigated land Maximum score 4 Maximum 20 points for this performance area	b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one: • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0	There was evidence that the LG has increased irrigated land from 139 acres in the FY2021/22 to 140.4 acres in FY2022/23. This represents an increase of 1%.	1
2	N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4	a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is: • Above 70%, score 4 • 60% - 70%, score 2 • Below 60%, score 0	The average score in the micro-scale irrigation for LLG performance assessment for year 2022 was Not Applicable and for 2023 was at 70%. The not applicable implied that there was no assessment and therefore not base date to determine an increment or not in performance. The LG therefore scored a zero.	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0	From the budget performance report from CAO to Permanent secretary MAAIF dated 11th July 2023, the LG received a total of UGX 117,930,056 and of which UGX32,459,017 was allocated for capital development while UGX 85,471,039 was allocated to complementary services to support the MSI program. Owing to the fact that the LG is a phase 2 district, the development component has been used for legible activities as per the guidelines which states that in the 1st year, 100% of the grant should be used to create awareness and establishment of demonstration plots.	2
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0	Evidence was presented for a list of 21 eligible farmers for UglIFT Microscale Irrigation Project waiting for approval of the DTPC so that they can contribute the 25% co-funding. Information captured includes: Farmer ID No; Sub-county, Parish, village Name of the Farmers, Gender, NIN, and Phone Number. No equipment had been supplied to the farmers yet.	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	The engineers estimate for the completed demonstration sites was UGX35,379,000 according to procurement request dated 1st July 2022 originated by Dr. Ongu Elim James (DPO). The corresponding supplier's quote was UGX 23,580,412 as seen in the contract agreement dated 9th December 2022 under procurement reference APAC502/SUPLS/2022-23/00001. The contract was awarded to Hanzon engineering and Supplies Ltd. Based on this information, the variation in contract was 33.3% which is above the required threshold of 20%.	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines Maximum score 6	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0	The two sites of Ibuje and Akokoro LLG were installed and completed in FY2022/23. The contract was signed on 9th December 2022 between Apac DLG and Hanzon Engineering & Supplies Ltd. Mr. Okaka Geoffrey signed on behalf of the DLG while Mr. Ogwal Andrew on behalf of the supplier. The contractor completed all installations by 28th June 2023 according to the final payment voucher seen.	2

4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0	As per Apac District Production staff structure FY 2022/23, it indicated that there was a total of 72 staff positions approved while filled positions were 29. Therefore $29/72 \times 100 = 40\%$ The percentage of recruited staff for FY 2022/23 was below the recommended average	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF • If 100% score 2 or else score 0	Irrigation equipment was installed in Ibuje and Akokoro LLGs in the FY2022/23. This equipment includes mainly drag hose which is taped on to hydrants spread out in the field, sprinkler and drip irrigation systems. They are both drawing water from existing hand dug wells at each of the sites. The wells have a solar powered submersible pump installed. Both installations are functional. At both sites, the sprinkler system does not spread water uniformly on the field. There was no overlap of the wetted area around the sprinklers. The drip irrigation and drag horse meets the standard as per the guidelines.	2
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards Maximum score 6	b) Evidence that the installed micro-scale irrigation systems during last FY are functional • If 100% are functional score 2 or else score 0	At the two sites of Ibuje and Akokoro hosting demonstration sites, the equipment was tested in terms of pump performance and water delivery to the extreme positions of the fields. The pumps at both sites, were able to deliver water to the extreme points of the field.	2

Performance Reporting and Performance Improvement

5	Accuracy of reported information: The LG has reported accurate information Maximum score 4	a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0	For the LLGs visited of Akokoro, Ibuje and Akokoro the information on positions of extension workers filled was accurate. For instance at Akokoro S/C there was Mr. Amute Willy (Agricultural Officer), Mr. Odyek Ceaser (Fishery Officer) and Mr. Ekwang Silvesto (Assistant Animal Husbandry Officer) Ibuje S/C was Aloka Bonny (Agricultural Officer), Odongo Jimmy (Assistant Fisheries) at Akokoro T/C was Mr. Amute Willy (Agricultural Officer).	2
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5	Accuracy of reported information: The LG has reported accurate information Maximum score 4	b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0	From the LLGs visited of Ibuje and Akokoro, the equipment was inspected and was functional. Irrigation equipment at both sites included a solar powered pump. The respective pumps are powered by 2X330w solar panel. equipment at each of the sites was tested during the field visit and was found functional. The tank elevation was adequate to supply the required head for the drip irrigation and drag hose. The sprinkler irrigation is run directly from the pump but does not have enough head to adequately run the system.	2
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0	Only one report dated 31st May 2023 was available as opposed to four (4) according to the guidelines. The report had information on awareness creation, budget performance, expression of interest (EOI) and demonstration sites. The report was prepared by MS Betty Okori (DAO).	0
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0	According to the MIS report, the LG has used LLG information. For instance, the following information on farm visits per LLG was reported in MIS from LLG. Te-Boke= 6, Ibuje=4, Ibuje T/C= 2, Chegere= 6 and Akokoro T/C=2.	1
6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6	c.Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0	From the MIS report dated 31st May, information on awareness creation, EOI was desegregated as per LLG. For instance, the MIS indicates the distribution of EOI per LL G as follows; Ibuge =46, Akokoro =32, Apac =2, Te-boke = 12, Apoi = 16 and Chegere = 14. This was evidence enough that LLG information was used in preparing the MIS report.	1

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	There was no evidence of a Performance Improvement Plan (PIP) presented at the time of assessment.	0
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	There was no evidence of implementation of Performance Improvement Plan (PIP) at the time of assessment.	0
	Maximum score 6			

Human Resource Management and Development

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	All extension workers were budgeted for 451,000,000 per annum Page ref. 19 of 25 of the PBS Staff list for FY 2023/2024	1
	Maximum score 6			

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii Deployed extension workers as per guidelines score 1 or else 0	There was evidence from the DPO staff lists of FY 2023/24 that at least each sub county had an extension worker. The assessment team was able to interact with Aloka Bonny (AO) of Ibuje S/C and Amute Willy of Akokoro S/C. There was also evidence from the attendance registers at the respective LLGs visited of Ibuje and Akokoro hosting demonstration sites that these staff were regularly signing.	1
	Maximum score 6			

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

Maximum score 6

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

A review of the staff list at Apac DLG Headquarter collaborated with the lists in the 3 sampled LLGs for instance Akokoro S/C , Akokoro T/C, Ibuje S/C as follows;

Akokoro S/C;

1. Amute Willy-Agricultural Officer
2. Odyek Ceaser-Fishery Officer
3. Ekwang Silvesto- Assistant Animal Husbandry Officer

Ibuje S/C;

1. Aloka Bonny-Agricultural Officer
2. Odongo Jimmy-Assistant Fisheries Officer
3. Okello Geoffrey Joe-Assistant Veterinary Officer

Akokoro TC

1. Amute Willy-Agricultural Officer

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

Maximum score 6

c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0

For the LLGs visited of Akokoro, Ibuje and Akokoro the staff lists for FY 2023/24 containing the extension workers were displayed in the SAS's office. For instance at Akokoro S/C there was Mr. Amute Willy (Agricultural Officer), Mr. Odyek Ceaser (Fishery Officer) and Mr. Ekwang Silvesto (Assistant Animal Husbandry Officer) Ibuje S/C was Aloka Bonny (Agricultural Officer), Odongo Jimmy (Assistant Fisheries) at Akokoro T/C was Mr. Amute Willy (Agricultural Officer).

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

Maximum score 4

a) Evidence that the District Production Coordinator has:

i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0

A review of appraisal files of extension workers obtained from the HR Office indicated that out of the 10 samples picked, all had been appraised for FY 2022/2023 and well endorsed by the respective appraisers as follows;

1. Amute Willy Agricultural Officer was appraised by Betty C. Okori Principal Agricultural Officer on 30th June 2023
2. Okori C Betty Principal Agricultural Officer was appraised by Dr. Ongu Elim James District Production and Marketing Officer on 30th June 2023
3. Akech Caroline Agricultural Officer was appraised by Betty C. Okori Principal Agricultural Officer on 30th June 2023
4. Ekwang Silvesto Assistant Animal Husbandry Officer was appraised by Dr. Okello David District Veterinary Officer on 30th June 2023
5. Ojuka Boniface Etime Assistant Veterinary Officer was appraised by Dr. Okello David Nelson Principal Veterinary Officer on 30th June 2023
6. Mega Wilfred Principal Fishery Officer was appraised by Dr. Ongu Elim District Production and Marketing Officer on 30th June 2023
7. Ag. Senior Agricultural Engineer Ocen Paskweli was appraised by Betty C. Okori Principal Agricultural Officer on 30th June 2023
8. Olobo Moses Animal Husbandry Officer was appraised by Dr. Okello David Nelson Principal Veterinary Officer on 30th June 2023
9. Oloka Bonny Agricultural Officer was appraised by Betty C. Okori Principal Agricultural Officer on 30th June 2023
10. Atworo Winny Assistant Agricultural Officer was appraised by Betty C. Okori Principal Agricultural Officer on 30th June 2023

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

Maximum score 4

a) Evidence that the District Production Coordinator has:

Taken corrective actions: Score 1 or else 0

There were no major gaps identified during appraisal of extension workers. All appraisals pointed to good performance exhibited by the extension workers

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	There was no evidence of a training plan in place at the time of assessment.	0
	Maximum score 4			

8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers	ii Evidence that training activities were documented in the training database: Score 1 or else 0	There was no evidence of a training database in place at the time of assessment.	0
	Maximum score 4			

Management, Monitoring and Supervision of Services.

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.	a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 – 75% capital development; and 25% complementary services): Score 2 or else 0	The LG did make proper allocation towards complementary services in line with the sector guidelines i.e. (i)maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement. Monitoring and Supervision): as per the expenditure listed below; - Ushs 17,689,503 was allocated for awareness raising of local leaders which was over 10% - Ushs 53,068,520 was allocated for procurement, monitoring, and supervision	2
	Maximum score 10			

9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0	The LG did make proper allocation towards complementary services in line with the sector guidelines i.e. (i) a maximum of 25% for enhancing LG capacity to support irrigated agriculture (of which a maximum of 15% awareness raising of local leaders and a maximum of 10% procurement. Monitoring and Supervision): as per the expenditure listed below; - Ushs 17,689,503 was allocated for awareness raising of local leaders which was 15% - Ushs 53,068,520 was allocated for procurement, monitoring, and supervision	2
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0	Evidence was provided in the LG Approved Budget Estimates for the FY 2023/2024 under Local Revenues on Page 22 of 70 at Ushs 11,500,000	2
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0	This is not applicable since no co-funding was collected as per the rules applicable to the micro scale irrigation grant.	0
9	Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10	e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0	There were no DPTC minutes presented. However, MSI focal person (Aloka Bonny) played an audio message containing information on co-funding that was played on Devine Radio station in Apac Municipality. There was also a copy of the information contained in a report compiled by Amute Willy (AO) on the progress of implementation of MSI program in Akokoro LLG.	2

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.) • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 - Less than 70% score 0	There were no monthly reports presented by the DPO during the period of assessment.	0
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0	There was no evidence presented that the LG conducted any training for approved farmers by the time of assessment.	0
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0	The assessor interfaced with the extension worker of Akokoro and Iboje LLGs. These were Amute Willy (AO) and Aloka Bonny (AO) respectively. The two officers exhibited good understanding of the MSI program. They were able to explain the functionalities of the iritrack software, a database used to capture primary data about farmers. They were able to also explain the process from enrolment to equipment installation. Although there were no minutes presented of any trainings provided by the DLG.	2
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	There was no evidence that farmer field schools were in place by the time of assessment. The LG is still waiting for the demonstration sites to be operationalised.	0

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	Awareness creation was conducted at LLG level. For instance, meetings were organised at Ibuje T/C on 12th March 2023 attended by 43 farmers. The report was prepared by Aloka Bonny (AO).	2
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Maximum score 4

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	Meetings were organised for District Executive Committee (DEC), District councillors, DPTC, RDCs, religious leaders and opinion leaders. The meeting took place at the district council Hall for the LG level participants. A total of 305 leaders across the district were trained. Trainings at LLGs took place on 13th March 2023 at Ibuje T/C Hall, 14th March 2023 at Apoi S/C Hall, Te-boke on 15th March 2023 and Apac Municipality was on 16th March 2003.	2
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Maximum score 4

Investment Management

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0	The inventory list was available, though not in the recommended format. The inventory list was dated 18th June 2023 prepared by Aloka Bonny (AO)	2
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Maximum score 8

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	There was evidence that the LG keeps an up-to-date database of applications at the time of the assessment. For instance, applications of Ogwal Eric, Odyek Robert and Ogota Alex all of Ibuje LLG were available. From Akokororo LLG, the following farmer applications were also available; Okeelo Samuel, Among Christine, Obia and Obwat Catherine.	2
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Maximum score 8

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines	c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0	There was no evidence presented that farm visits were conducted. The presented evidence was for farm visits that occurred from July 2023 which falls outside the assessment period of FY2022/23.	0
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Maximum score 8

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8	d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0	There was no evidence of display of legible farmers on the LLG noticeboards visited of Ibuje and Akokoro LLG.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.	There was evidence that the microscale irrigation systems were incorporated in the LG approved procurement plan for FY 2023/2024 dated 25th July 2023. For instance; Supply of 61 ox-ploughs, 01 grinding mill and sets of solar powered irrigation kits with sprinklers to production department at a budget of UGX 63,274,000.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0	There was evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by MAAIF as presented below; In a letter by PS Ministry of Agriculture to all Chief Administrative Officers dated 28th April 2022, APAC is categorised under phase two districts who are allowed to undertake open domestic bidding in the first year of implementation. As such, an invitation to bid under open national bidding IT No. 001/2022-2023 with bid closing date of 30th September 2022 in which one of the projects advertised was supply of assorted Micro Scale Irrigation Kits and 100 Ox Plough to production department at a bid security of UGX 500,000 was presented.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	There was evidence that the LG concluded the selection of irrigation equipment supplier based on the set criteria. For example; supply of assorted Micro Scale Irrigation Kits and 100 Ox ploughs to production, was approved by the Contracts Committee on 10th November 2022 under minute number CC/03/11/2022-2023 and awarded to M/S Hanzone Engineering Services & Suppliers Ltd at a contract price of UGX 56,620,412. Agreement between the parties was dated 9th December 2022.	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	There was evidence that the microscale irrigation systems were approved by the Contracts Committee. For example; • supply of assorted Micro Scale Irrigation Kits and 100 Ox ploughs to production, was approved by the Contracts Committee on 10th November 2022 under minute number CC/03/11/2022-2023 and awarded to M/S Hanzone Engineering Services & Suppliers Ltd at a contract price of UGX 56,620,412.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	There was evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier before commencement of installation as presented below; • For supply of assorted Micro Scale Irrigation Kits and 100 Ox ploughs to production, an evaluation report dated 7th November 2022 recommending the award to M/S Hanzone Engineering Services & Suppliers Ltd at a contract price of UGX 56,620,412 was presented. The LG received bids from two firms including; M/S Bakatola Enterprises Ltd who was dropped for failure to submit the bid security, and M/S Hanzone Engineering Services and Supplies. Only M/S Hanzone Engineering Services and Supplies was compliant at a quotation of UGX 56,620,412. The evaluation report was approved by the Contracts Committee on 10th November 2022 under minute number CC/03/11/2022-2023 and M/S Hanzone Engineering Services & Supplies Ltd as the only bidder who was compliant was awarded the contract as per agreement dated 9th December 2022.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	f)Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	The irrigation systems installed at the demonstration sites at Ibuje and Akokoro includes sprinkler, drip and drag horse. They comprise of a submersible pump of 1.2 m3/hr at 70 m head powered with 2X330w solar panel. The installed equipment for drip and drag horse is in line with the design output sheet. The sprinkler irrigation was not well specified since there was no overlap of the wetting area between sprinklers although it is functional but not its potential.	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	From the site books inspected there was evidence that the extension workers for Ibuje and Abkokoroa had visited installation sites. For instance, Mr. Aloka Bonny (AO) visited Akello Jennifer's site on 14th June 2023 and 18th June 2023. Also Mr. Amute Willy Visted Obote Georg's site on 15th June and 24th June 2023. Although there was no technical supervision reports presented, these visits coincided with equipment installation period.	2
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during: i. Testing the functionality of the installed equipment: Score 1 or else 0	From the site books, the extension workers were visiting during the period of installation. For instance, Mr. Aloka Bonny (AO) visited Akello Jennifer's site on 14th June 2023 and 18th June 2023. Also Mr. Amute Willy Visted Obote Georg's site on 15th June and 24th June 2023.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	There was a delivery note from the equipment supplier and goods received note issued by Apac DLG in respect to equipment installed at Ibuje and Akokoro LLGs respectively. The goods received note no. 1074 was issued on 1st June 2023 in respect to Hanzon engineering and Supplies Ltd.	1
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	There was evidence that the LG made payment of the supplier within specified timeframes as per the verified payments below; Voucher No. 5312641 dated 30th May 2023 for Ushs13,884,006; Contract no. APAC502/SUPLS/2022-23/0001; for the Supply of Assorted Micro Irrigation Kits and 51 Ox- ploughs to for production department by M/s Hanzon Engineering Services and Supplies Limited. The invoice was raised on 24th April 2023; payment was initiated on 3rd May 2023 by the District Production Officer and paid on 30th May 2023 which was within 30 days as per the contract terms.	2

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	There was evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA law. For example; • For Supply of Assorted micro irrigation kits & supply of 100 Ox Ploughs to production department, the file had an evaluation report dated 7th November 2022 recommending award to M/S Hanzone Engineering Services & Supplies Ltd at a contract price of UGX 56,620,412. The evaluation report was approved by the Contracts Committee on the 10th November 2022 under minute number CC/03/11/2022-2023 and M/S Hanzone Engineering Services & Supplies Ltd was awarded the contract. The agreement between the parties was dated 9th December 2022.	2
	Maximum score 18			

Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	There was no evidence of display of grievance handling at Ibuje and Akokoro LLG noticeboards visited.	0
	Maximum score 6			
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework	b) Micro-scale irrigation grievances have been: i). Recorded score 1 or else 0 ii). Investigated score 1 or else 0 iii). Responded to score 1 or else 0 iv). Reported on in line with LG grievance redress framework score 1 or else 0	There were no grievances raised/recorded in the log book under micro scale irrigation.	1
	Maximum score 6			

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: ii. Investigated score 1 or else 0 iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	There were no grievances investigated under micro scale irrigation as per the log book.	1
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iii. Responded to score 1 or else 0 iv. Reported on in line with LG grievance redress framework score 1 or else 0	There were no grievances responded to under micro scale irrigation as per the log book.	1
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework Maximum score 6	b) Micro-scale irrigation grievances have been: iv. Reported on in line with LG grievance redress framework score 1 or else 0	There were no grievances reported under micro scale irrigation as per the log book.	1

Environment and Social Requirements

15	Safeguards in the delivery of investments Maximum score 6	a) Evidence that LGs have disseminated Micro-irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc. score 2 or else 0	The host farmer visited at Ibuje and Akokoro had received brochures in regards to siting of the water source provided by the LG. This was evident enough that the LG had disseminated MSI guidelines to the farmers.	2
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15	Safeguards in the delivery of investments Maximum score 6	b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment. i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0	There was no evidence that the costed ESMPs were incorporated into the BoQs of micro scale irrigation.	0
15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	There was evidence that the DLG had conducted the monitoring of the irrigation impact. Environment and social monitoring report for the construction and installation of micro scale irrigation demo sites dated 15th March 2023. The monitoring was conducted for the two demo sites of Alekolil and Acan-yeng Otyeno. The main objective was to ascertain the compliance with environment mitigation measures. Some of the recommendations were; fence both sites to avoid destruction, train the group members on proper usage of the irrigation system etc. the report was signed by the Environment Officer and DCDO.	1
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	There was evidence that E&S Certificates were completed and signed by the Environment Officer prior to payments. Certificate of compliance with environmental obligations for the construction and installation of micro scale irrigation demo sites in Alekolil and Acan-yeng Otyeno. Contract no. APAC502/SUPLS/2022-2023/00001 By Hanzon Engineering services and supplies Limited. This was signed by Okullu Haron the Environment Officer and Okello Tom the DCDO. Payment for the supply of assorted irrigation kits made on 30th May 2023. Payment voucher had a total of UGX 36,736,406 PV no.5760435.	1

Safeguards in the
delivery of investments

Maximum score 6

iv. E&S Certification forms
are completed and signed
by CDO prior to payments
of contractor
invoices/certificates at
interim and final stages of
projects score 1 or else 0

There was evidence that E&S Certificates
were completed and signed by the DCDO
prior to payments.

Certificate of compliance with
environmental obligations for the
construction and installation of micro scale
irrigation demo sites in Alekolil and Acan-
yeng Otyeno. Contract no.
APAC502/SUPLS/2022-2023/00001 By
Hanzon Engineering services and supplies
Limited. This was signed by Okullu Haron
the Environment Officer and Okello Tom
the DCDO. Payment for the supply of
assorted irrigation kits made on 30th May
2023. Payment voucher had a total of UGX
36,736,406 PV no.5760435

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	The position of Chief Finance Officer was substantively filled by Mr. Ekwang Paul Tonny who was appointed vide letter Ref. No. CR/156/1 dated 24th April 2018 as directed by DSC Min No. 55/2018(a)	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	The DLG had no substantively appointed District Planner or staff on secondment.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	The DLG had neither substantively appointed a District Engineer nor was there staff on secondment	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	The DLG had no substantively appointed District Natural Resources Officer nor was there staff on secondment	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	The position of District Production Officer was substantively filled by Mr. Ongu Elimu James Okot. On 29th March 2016 by letter Ref No. CR/160/1 as directed by Min No. 70/2016/(b)	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	There was no evidence provided that the position of DCDO was not substantively filled nor was there a seconded staff	0

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	The position of District Commercial Officer was substantively filled by Mr. Oyuru Ebonny appointed through letter Ref. No.CR/156/3 on 17th June 2022 as directed by DSC Min No. 5a/17/6/2022	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	The position of Senior Procurement Officer was substantively filled by Ogwang Simon appointed by letter Ref. No. CR/156/1 on 20th March 2019 as directed by Min No. 99/2019	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	The position of Procurement Officer was substantively filled by Mr. Atara Gerald appointed by letter Ref. No. CR/156/1dated 21st May 2020 as was directed by DSC Min No.140(a)/2020	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	The position of Principal Human Resource Officer was substantively filled by Mr. Aboke Milton appointed by letter Ref. No. CR/156/1 dated 20th December 2022 as directed by DSC Min No. 4 (e) /16/11/2022	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	The position of Senior Environment Officer was substantively filled by Mr. Otimoi Jasper appointed by letter Ref. No. CR/156/4 dated 4th June 2018 as directed by DSC Min No. 73/2018(e)	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	The position of Senior Land Management Officer was substantively filled by Ms Abia Eunice appointed by letter Ref. No. CR/156/4 dated 24th April 2018 as directed by DSC Min No. DSC/55/2018(b)	2

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	The position of Senior Accountant was substantively filled by Mr. Ochwic John Bosco appointed by letter Ref. No. CR/156/6 dated 1st December 2021 as directed by DSC Min No. 5(a) (i)24/11/21/CR/160/1	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0	The DLG had no substantively appointed Principal Internal Auditor or staff on secondment.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0	The position of Principal Human Resource Officer was substantively filled by Mr. Jokene Jovan appointed by letter Ref. No. CR/161/1 dated 21st March 2013 as was directed by DSC Min No. DSC 23/2013.	2

New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG

Maximum score is 15

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

Apac District had 6 Sub counties and 2 Town Councils. 6 positions of SAS were substantively filled with letters signed by the CAO. However, 1 Principal Township Officer substantively filled was added to the list to make 7 substantive appointments as follows;

1. Onak Walter was appointed SAS by letter Ref. No.CR 160/1 dated 2nd June 2023 as was directed by DSC Min No. 4(a)iv/1/5/2023

2. Kizito Andreas was appointed SAS by letter Ref. No. CR/15/1 dated 12th March 2018 as was directed by DSC Min No. DSC/50/2018(a)

3. Ogwang Frank Innocent Ref. No. CR/160/1 was appointed SAS vide appointment letter dated 2nd May 2019 under DSC Min No. DSC-94(k) 2019.

4. Obal Wilbert Ref. No. CR/151/1 was appointed SAS vide letter dated 12th March 2018 under DSC Min No. 50/2018/(a).

5. Mr Oringa Bonny Ref. No. CR/160/1 was appointed SAS vide letter dated 2nd June 2023 under DSC Min No. 4(a)v/1/5/2023.

6. Ongom Emmanuel Ref. No. CR/1160/1 was appointed SAS vide appointment letter dated 2nd June 2023 under DSC Min No. 4(a)vi/1/5/2023

7. Omong Alex Tobby Ref. No. CR/160/1 was appointed Principal Township Officer vide appointment letter dated 27th May 2022 under DSC Min No. 5(b) 27/5/2022/2022

New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG

Maximum score is 15

b. A Community Development Officer / Senior CDO in case of Town Councils, in all LLGS, score 5 or else 0.

Apac District had 6 Sub counties and 2 Town Councils. 4 positions of CDOs had been substantively filled and 2 positions of Senior Community Development Officers (SCDO) were also substantively filled as follows;

1. Kimeze George William was appointed CDO by letter Ref. No. CR/160/1 dated 3rd May 2022 as was directed by DSC. 5d (iii) 24/4/2022

3. Nakato Lydia was appointed CDO by letter Ref. No. CR/156/2 dated 27th May 2022 as was directed by DSC Min No. 27/5/2022/2022

4. Achanga Paul was appointed CDO on 2nd June 2023 through ref. letter CR/160/1 as was directed by DSC 4 (a) v/1/5/2023

5. Anok David Apt was appointed SCDO by letter Ref. No. CR/156/2 dated 3rd May 2022 as was directed by DSC Min No. se(i)/24/4/2022

6. Orech Robnison Bob was appointed SCDO by letter Ref. No. CR/160/1 dated 25th July 2018 as was directed by DSC Min No. 88/2018(b)

New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG

Maximum score is 15

c. A Senior Accounts Assistant /an Accounts Assistant in all LLGS, score 5 or else 0.

Apac District had 6 Sub counties and 2 Town Councils. 6 positions of Senior Accounts Assistant (SAA) were substantively filled and the other positions of Accounts Assistants at Town councils were not filled as follows;

1. Ocen Okello Nixon was appointed SAA through letter Ref. No. CR/D/151/1 dated 12th March 2018 as was directed by DSC Min No. 50/2018(a)

2. Alok Semmy was appointed SAA through letter Ref. No. CR/160/1 dated 27th May 2022 as was directed by DSC Min No. 5(b)27/5/2022

3. Apio Mary Stella was appointed SAA by letter Ref. No. CR/160/1 dated 27th May 2022 as directed by DSC Min No. 5(b)27/5/2022

4. Akaki Moses was appointed SAA by letter Ref. No. CR/156/4 dated 10th November 2005 as was directed by DSC Min No. 90/2005

5. Obang George was appointed SAA through letter Ref. No. CR/D/156/2 dated 20th June 2018 as directed by DSC Min No. 50/2018(a)

6. Okeng Agany James Mons was appointed SAA through letter Ref. No. CR/160/1 dated 29th March 2016 as was directed by DSC 70/2016 (b)

Environment and Social Requirements

Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.

Maximum score is 4

If the LG has released 100% of funds allocated in the previous FY to:

a. Natural Resources department, score 2 or else 0

The evidence derived from the final accounts for FY 2022/23 indicated that the LG released 100% for Natural Resources as per the computation below;

The budgeted amount was Ushs 124,306,195, amount released was Ushs 124,306,195 (Financial Statements FY 2022/2023 page 41) leaving no balance. Therefore, the % released was;

$$(124,306,195 / 124,306,195) \times 100 = 100\%$$

The LG released 100% of all the funds as planned because that is what was released by the MoFPED, hence being compliant.

3	Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY. Maximum score is 4	If the LG has released 100% of funds allocated in the previous FY to: b. Community Based Services department. score 2 or else 0.	The evidence derived from the final accounts for FY 2022/23 indicated that the LG released 100% for Community Based Services as per the computation below: The budgeted amount was Ushs 150,108,000, amount released was Ushs 110,102,168 (Financial Statements FY 2022/2023 page 41) giving a balance of Ushs 40,005,832. Therefore, the released was 73% $(110,102,168 / 150,108,000) \times 100 = 73\%$ The LG released only 73% of the funds as planned because there was a shortfall in the release of other government transfers especially UWEP and Youth Livelihood project. Hence the LG was not compliant.	0
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works. Maximum score is 12	a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0	There were no DDEG investments initiated in the FY 2022/2023, therefore Environmental, social and climate change screening was not required.	4
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works. Maximum score is 12	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG), score 4 or 0	There were no DDEG infrastructure initiated in FY 2022/2023, therefore ESIAs was not required.	4

4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works. Maximum score is 12	c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);; score 4 or 0	There were no DDEG infrastructures initiated in FY 2022/2023, therefore no costed Environment and social Management plans were prepared.	4
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Financial management and reporting

5	Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY. Maximum score is 10	If a LG has a clean audit opinion, score 10; If a LG has a qualified audit opinion, score 5 If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0	The LG received unqualified audit opinion in FY 2022/2023.	10
6	Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015). maximum score is 10	If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g), score 10 or else 0.	The evidence provided indicated that the LG provided information to the Internal Auditor General with a copy to PS/ST on the status of implementation of Internal Auditor General – Ministry of Finance and Economic Development responding to the issues and on the status of implementation of the IAG and Auditor General findings for the previous FY as the submission letter Ref CR/101/5 dated 2nd November 2023 to the MoFPED. The submission date was within the recommended dates as required by end of February (PFMA s. 11 2g).	0
7	Evidence that the LG has submitted an annual performance contract by August 31st of the current FY Maximum Score 4	If the LG has submitted an annual performance contract by August 31st of the current FY, score 4 or else 0.	The LG submitted an annual performance contract on 09th August which was received by the Ministry of Finance, Planning & Economic Development registry on the 10th of August 2023 before August 31st of the current FY. Hence being compliant; Ref: CR/KD/226/2	4

8	Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year maximum score 4 or else 0	If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year, score 4 or else 0.	The LG submitted the Annual Performance Report for the previous FY on 6th September 2023, which was before the mandatory time frame of August 31, of the current Financial Year. ABPR Page 1 of 163	4
9	Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year Maximum score is 4	If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year, score 4 or else 0.	The LG submitted the Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous as per the dates below; Quarter 1: the QBPR was submitted on 05th January 2023 Q1BPR Page 1 Quarter 2: the QBPR was submitted on 17th February 2023 Q2BPR Page 1 Quarter 3: the QBPR was submitted on 25th May 2023; Q3BPR Page 1 Quarter 4; the QBPR was submitted on 05th September 2023 4Page 1 From the above submission dates the LG submitted the 4th QBPR after the mandatory date of August 31 of the current Financial Year. Hence being non - compliant.	0

**Education Minimum
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	The position of District Education Officer was substantively filled by Mr. Eryaka Bosco who was appointed vide letter Ref. No. CR/160/1 dated 1st November 2021 as was directed by DSC Min. No. DSC/5(a)/3/10/2021	30
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	The position of District Inspector of Schools was substantively filled by Mr. Odong George who was appointed through letter Ref. No. CR/160/1 dated 30th November 2021 as was directed by DSC Min No. 5/10/2021. The position of Inspector of Schools was substantively filled by Mr. Odong David Newton who was appointed through Ref. No. CR/160/1 dated 27th May 2022 as was directed by DSC No. 5(b) 27/5/2022/2022.	40

Environment and Social Requirements

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

The Maximum score is 30

If the LG carried out:

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

There was evidence that the LG carried out Environmental, Social and Climate Change Screening for Education Projects. 3 projects were sampled as follows:

1. Environmental and social safeguards screening form for the construction of two (three stance) drainable pit latrine at Kwibale primary school. This was signed on 21st November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

The attached costed ESMP had a total cost of UGX 350,000 for sensitization of the users on hygiene, site hording etc. This was signed on 25th November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO

Project commenced on 15th April 2023.

2. Environmental and social safeguards screening form for the construction of a 5 stances pit latrine at Ayomjeri primary school. This was signed on 22nd November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

The attached costed ESMP had a total cost of UGX 350,000 for sensitization of the users on hygiene, site hording etc. This was signed on 25th November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

Project commenced on 4th April 2023.

3. Environmental and social safeguards screening form for the construction of a 5 stances pit latrine at Aketo Annex primary school. This was signed on 21st November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

The attached costed ESMP had a total cost of UGX 350,000 for sensitization of the users on hygiene, site hording etc. This was signed on 28th November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

Project commenced on 15th April 2023.

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

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

According to the NEMA guidelines annex 2c or A guide to the Environment Impact Assessment Process in Uganda by Kenneth Kakuru Annex 1 – September 2001, these projects were not in the list of those that required ESIAs, therefore no ESIAs was done.

The Maximum score is 30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.	The LG had no substantively appointed District Health Officer nor was there a seconded staff.	0
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0	The LG had no substantively appointed Assistant District Health Officer Maternal, Child Health and Nursing nor was there a seconded staff.	0
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.	The position of Assistant District Health Officer Environmental Health was substantively filled by Oceng Francis Leone who was appointed vide letter Ref. CR/156/1 dated 1st May 2017 under Min. No. DSC/08/2017/(b) and fully endorsed by the CAO	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.	The position of Principal Health Inspector (Senior Environment Officer), was substantively filled by Adiyo Solomon who was appointed vide letter Ref. CR/156/1 dated 16th September 2020 under Min. No. DSC 156(a)/8/2020 and fully endorsed by the CAO	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	e. Senior Health Educator, score 10 or else 0.	The position of Senior Health Educator was substantively filled by Onyik Geoffrey Paul who was appointed vide letter Ref. CR/156/2 dated 26th June 2014 as was directed by DSC minute No. 38/2014	10

1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	f. Biostatistician, score 10 or 0.	The position of Biostatistician was substantively filled by Ongebo Samson who was appointed vide letter Ref. CR/156/1 dated 18th October 2019 as was directed by DSC under minute No. 99(a)/2019	10
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	g. District Cold Chain Technician, score 10 or else 0.	The position of District Cold Chain Technician was substantively filled by Ocen Moses who was appointed vide letter Ref. CR/156/1 dated 4th May 2015 as was directed by DSC minute No. 19/2015(f)	10
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	i. Principal Health Inspector, score 20 or else 0.		
1	New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. <i>Applicable to MCs only.</i> <i>Maximum score is 70</i>	j. Health Educator, score 20 or else 0		

Environment and Social Requirements

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

Maximum score is 30

If the LG carried out:

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

There was evidence that the DLG carried out Environmental, Social and Climate Change Screening for all the Health sector projects. 3 projects were sampled as follows;

1. Environmental and social safeguards screening form for the construction of a modern maternity ward, placenta pit, four stances drainable latrine with showers and medical waste pit at Aganga Health Centre II. This was signed on 21st November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

The attached costed ESMP had a total cost of UGX 700,000 for sensitizations on GBV, planting of trees, site hording etc. This was signed on 28th November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

Project commenced on 1st February 2023.

2. Environmental and social safeguards screening form for the construction of a semi-detached staff house with two stances drainable pit latrine at Kungu health Centre III. This was signed on 21st November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

The attached costed ESMP had a total cost of UGX 350,000 for sensitization of community members GBV and HIV/AIDs, planting of trees etc. This was signed on 28th November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

Project commenced on 1st February 2023.

3. Environmental and social safeguards screening form for the construction of a semi-detached staff house with two stances drainable pit latrine at Kidilani health Centre III. This was signed on 22nd November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

The attached costed ESMP had a total cost of UGX 350,000 for sensitization of community members GBV and HIV/AIDs, planting of trees etc. This was signed on 28th November 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO.

Project commenced on 1st February 2023.

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

Maximum score is 30

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

According to the NEMA guidelines annex 2c or A guide to the Environment Impact Assessment Process in Uganda by Kenneth Kakuru Annex 1 – September 2001, these projects were not in the list of those that require ESIAs, therefore no ESIAs was done.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation <i>Maximum score is 70</i>	If the LG has recruited; a. the Senior Agriculture Engineer <i>score 70 or else 0.</i>	The DLG had no substantively appointed Senior Agriculture Engineer nor was there staff on secondment.	0
Environment and Social Requirements				
2	New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed. <i>Maximum score is 30</i>	If the LG: Carried out Environmental, Social and Climate Change screening <i>score 30 or else 0.</i>	There was evidence that the DLG had carried out Environment and social safeguards screening for the two projects under micro scale irrigation as below: 1. Environmental and social safeguards screening form for the construction and installation of Alekolil micro scale irrigation demo site in Ibuje sub-county Signed on 15th August 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO. The attached costed ESMP had a total cost of UGX 450,000 for sensitization of community on HIV/AIDs, site hording etc. This was signed on 29th August 2022 by Environment Officer and DCDO. 2. Environmental and social safeguards screening form for the construction and installation of Acan-yeng-Otyeno micro scale irrigation demo site in Akokoro sub-county Signed on 15th August 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO. The attached costed ESMP had a total cost of UGX 450,000 for sensitization of community on HIV/AIDs. This was signed on 29th August 2022 by Environment Officer and DCDO. Both demo sites commenced on 7th December 2022.	30

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human Resource Management and Development				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	The position of Civil Engineer (Water) was substantively filled by Okwir Patrick appointed through letter Ref. CR/156/1 dated 17th November, 2021 as was directed by the DCS under Min. No. 5b(viv)/27/5/2022	15
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	The position of Assistant Water Officer for mobilization was not on the customized structure for Apac DLG	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	The position of Borehole Maintenance Technician/ Assistant Engineering was substantively filled by Opor Alfred appointed through letter Ref. CR/151/1 dated 12th March 2018 as was directed by the DSC under Min. No. 50/2018(a)	10
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	The position of Natural Resources Officer was not on the customized structure for Apac DLG. Likewise, the LG did not have a DNRO substantively recruited at the time of assessment.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	The position of Senior Environment Officer was substantively filled by Okullu Haron vide letter Ref. CR/156/4 dated 17th May 2022 as was directed by DSC under Min. No. 5a/27/5/2022	10

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	The position of Forestry Officer was substantively filled by Angole Dorcas vide letter Ref. CR/156/1 dated 17th May 2022 as was directed by DSC under Min. No. 5a/27/5/2022	10
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Environment and Social Requirements

2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	There was evidence that the DLG carried out Environment, social and climate change screening for water projects. 5 projects were sampled: 1. Environmental and social safeguards screening form for the construction of a production well at Teboke RGC in Teboka sub-county. Signed on 5th December 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO. The attached costed ESMP had a total cost of UGX 400,000 for sensitization of community on GBV. This was signed on 12th December 2022 by Environment Officer and DCDO. 2. Environmental and social safeguards screening form for the construction of a production well at Agoga in Abuje sub-county. Signed on 15th December 2022 by Okullu Haron the Environment Officer and Okello Tom the DCDO. The attached costed ESMP had a total cost of UGX 400,000 for sensitization of community on GBV. This was signed on 19th December 2022 by Environment Officer and DCDO. 3. Environmental and social safeguards screening form for the construction of Lela deep	10
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well in Apoi sub-county.
Signed on 23rd
December 2022 by
Okullu Haron the
Environment Officer and
Okello Tom the DCDO.

The attached costed
ESMP had a total cost of
UGX 300,000 for
sensitization of
community on HIV/AIDs.
This was signed on 27th
December 2022 by
Environment Officer and
DCDO.

4. Environmental and
social safeguards
screening form for the
construction of
Arwotoleko deep well at
Chegere sub-county.
Signed on 5th December
2022 by Okullu Haron
the Environment Officer
and Okello Tom the
DCDO.

The attached costed
ESMP had a total cost of
UGX 300,000 for
sensitization of
community on HIV/AIDs.
This was signed on 12th
December 2022 by
Environment Officer and
DCDO.

Both the drilling of
production wells and the
deep wells commenced
on 24th January 2023.

5. Environmental and
social safeguards
screening form for the
construction of 5 stances
drainable latrine at Awila
RGC in Akokoro sub-
county. Signed on 1st
September 2022. by
Okullu Haron the
Environment Officer and
Okello Tom the DCDO.
project commenced in
January 2023.

The attached costed
ESMP had a total cost of
UGX 400,000 for tree
planting, sensitization of
community on HIV/AIDs.
This was signed on 14th
September 2022 by
Environment Officer and
DCDO.

2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	According to the NEMA guidelines annex 2c or A guide to the Environment Impact Assessment Process in Uganda by Kenneth Kakuru Annex 1 – September 2001, these projects were not in the list of those that require ESIAs, therefore no ESIAs was done.	10
2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	The LG had no abstraction permit for the construction of Teboke and Agoga production wells. However, the contractors: - KLR Uganda Ltd P.O Box 32370 Kampala had drilling permit noKAM47/DP-00662/2022/RR issued on Tue May 24th, 2022, by Eng. Joseph Oriono Eyatu Director of water development -ICON projects limited Po Box 34678 Kampala had drilling permit no. KAM45/DP-00983/2022/RR issued on Tue May 24th, 2022, signed by Eng. Joseph Oriono Eyatu Director of water development	10