



LGMSD 2022/23

Buikwe District

(Vote Code: 582)

| Assessment | Scores |
|---|---------------|
| Crosscutting Minimum Conditions | 72% |
| Education Minimum Conditions | 60% |
| Health Minimum Conditions | 80% |
| Water & Environment Minimum Conditions | 65% |
| Micro-scale Irrigation Minimum Conditions | 100% |
| Crosscutting Performance Measures | 82% |
| Educational Performance Measures | 81% |
| Health Performance Measures | 79% |
| Water & Environment Performance Measures | 80% |
| Micro-scale Irrigation Performance Measures | 69% |

**Crosscutting
Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|---|---|--------------|-------------|-------------|-----|----|----|--------|----|----|-------|----|----|--------|----|----|------------|----|----|--------|----|----|---------|----|----|--------------|------------|------------|----------------|-----------|-----------|----------|
| Local Government Service Delivery Results | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | Service Delivery Outcomes of DDEG investments Maximum 4 points on this performance measure | <ul style="list-style-type: none"> Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s): If so: Score 4 or else 0 | <p>There was evidence that the 2 DDEG projects implemented by the LG were being utilized as per the purposes of the projects:</p> <p>1 Construction of a staff house at Kasubi HCII Buikwe SC at Ugx 30,000,000;(LG Annual Performance report page 10); and</p> <p>2 Phased construction of the District Administration Block Construction at the District Administration Block at Ugx 46,574,000.(LG Annual Performance report page 11)</p> | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | N23_Service Delivery Performance Maximum 6 points on this performance measure | <p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> By more than 5%, score 3 1 to 5% increase, score 2 If no increase, score 0 <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p> | <p>The average score in the overall LLG performance assessment decreased from previous assessment by 2%. The LLG average scores was 82% in the year 2022 and 80% for the year 2023.</p> <table border="1"> <thead> <tr> <th>Year</th> <th>2022</th> <th>2023</th> </tr> </thead> <tbody> <tr> <td>SSI</td> <td>90</td> <td>84</td> </tr> <tr> <td>NGOGWE</td> <td>81</td> <td>83</td> </tr> <tr> <td>NAJJA</td> <td>88</td> <td>81</td> </tr> <tr> <td>BUIKWE</td> <td>71</td> <td>82</td> </tr> <tr> <td>NKOKONJERU</td> <td>77</td> <td>75</td> </tr> <tr> <td>BUIKWE</td> <td>87</td> <td>79</td> </tr> <tr> <td>KIYINDI</td> <td>79</td> <td>78</td> </tr> <tr> <td>TOTAL</td> <td>573</td> <td>562</td> </tr> <tr> <td>AVERAGE</td> <td>82</td> <td>80</td> </tr> </tbody> </table> | Year | 2022 | 2023 | SSI | 90 | 84 | NGOGWE | 81 | 83 | NAJJA | 88 | 81 | BUIKWE | 71 | 82 | NKOKONJERU | 77 | 75 | BUIKWE | 87 | 79 | KIYINDI | 79 | 78 | TOTAL | 573 | 562 | AVERAGE | 82 | 80 | 0 |
| Year | 2022 | 2023 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SSI | 90 | 84 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NGOGWE | 81 | 83 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NAJJA | 88 | 81 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BUIKWE | 71 | 82 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NKOKONJERU | 77 | 75 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BUIKWE | 87 | 79 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| KIYINDI | 79 | 78 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTAL | 573 | 562 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AVERAGE | 82 | 80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 2 | <p>N23_Service Delivery Performance</p> <p>Maximum 6 points on this performance measure</p> | <p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> • If 100% the projects were completed : Score 3 • If 80-99%: Score 2 • If below 80%: 0 | <p>There was evidence that the DDEG funded investment projects implemented in the year 2022/23 were 100 completed , these were:-</p> <ol style="list-style-type: none"> 1 Construction of a staff house at Kasubi HCII Buikwe SC at Ugx 30,000,000;(LG Annual Performance report page 10); and 2 Phased construction of the District Administration Block Construction at the District Administration Block at Ugx 46,574,000(LG Annual Performance report page 10). | 3 |
| 3 | <p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p> | <p>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:</p> <p>Score 2 or else score 0.</p> | <p>There was evidence from the LG Annual work plan (Page 11-13) and pages 10 and 11 of the Annual Performance Report that LG spent all the DDEG of the year 2022/23 Ugx 281,973,050 on eligible projects. The projects/activities included:</p> <ol style="list-style-type: none"> 1 Phased construction of a Staff house at Kasubi HCII at Ugx 30,000,000; 2 Phased construction of the District Administration Block at Misindye Village at Ugx46,574,000; 3 Capacity building conducted for staff ie District Speakers, Newly recruited staff, Pensioners at Ugx10,939,000; 4 Environmental and social safe guards screening and monitoring at Ugx 2,000,000; 5 Feasibility Studies for Capital Works at Ugx500,000; 6 Engineering and Design studies and plans- Bills of quantities at Ugx2,000,000; 7Monitoring and supervision of implemented projects at Ugx6,439,000; 8 Data collection on PDM activities conducted in 7LLGs at Ugx4,062,393; and 9 Transfers to LLGs, Ugx 179,422,657 | 2 |
| 3 | <p>Investment Performance</p> <p>Maximum 4 points on this performance measure</p> | <p>b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,</p> <p>score 2 or else score 0</p> | <p>There was evidence that the variations in priced projects funded under DDEG for the previous FY were within +/-20% of the Engineers estimate. The sampled projects were:</p> <p>Education</p> <ol style="list-style-type: none"> 1. Construction of a two classroom block at Mulajje C/U P/S in Nkokonjeru T/C. under procurement reference number: Buik/816//works/2022-23/00010, (SFG funded). <p>Engineer's estimate : UGX. 84,671,956</p> <p>Contract Sum : Ugx. 84,763,236</p> | 2 |

Percentage variation : -0.11%

2. Construction of an administration block at Kooba P/S. Under procurement reference number: Buik/816/works/2022-23/00002, (SFG funded)

Engineer's estimate : UGX. 92,040,000

Contract Sum : Ugx. 91,742,000

Percentage variation : 0.32%

3. Construction of a two unit staff house at Lubanyi P/S in Buikwe T/C. Under procurement reference number: Buik/816/works/2022-23/00001 (SFG funded).

Engineer's estimate : UGX. 108,076,800

Contract Sum : Ugx. 105,332,000

Percentage variation : 2.5%

Health

1. Upgrade of Nkokonjeru Health Centre II to III, under procurement number: MoH-UGIFT/works/22-23/00001-14 (UGIFT funded).

Engineer's estimate : UGX. 873,500,000

Contract Sum : Ugx. 880,772,041

Percentage variation : -0.83%

2. Construction of a staff house at Kasubi Phase I, under procurement number: Buik/816/works/22-23/00016, (DDEG funded)

Engineer's estimate : UGX. 30,000,000

Contract Sum : Ugx. 28,695,460

Percentage variation : 4.35%

Water and Environment

1. Construction of a public water borne toilet in Buikwe rural, under procurement reference number: Buik/816/works/22-23/00012

Engineer's estimate : UGX. 64,000,000

Contract Sum : Ugx. 63,613,481

Percentage variation : 0.6%

2. Drilling of two boreholes in Bulega and Kikoma B, **under procurement reference number: Buikwe/816/works/22-23/00013**

Engineer's estimate : UGX. 60,000,000

Contract Sum : Ugx. 57,558,000

Percentage variation : 3.8%

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

The information on the positions filled in LLGs as per minimum staffing standards was accurate in the three sampled LLGs (Kiyindi T/C, Ngogwe S/C and Ssi Bukunja S/C) as shown below:

1. **Kiyindi T/C** had 12 out of 57 staff recruited and included; Town Clerk, Community Development Officer, Senior Accounts assistant, Accounts Assistant, Physical Planner, Town Treasurer, 3 Town Agents, Assistant Engineering Officer, Health Inspector, and Assistant Fisheries Officer. **Therefore, the Town Council had information on the positions filled as per minimum staffing standards was accurate as reflected in the staff in post above**

2. **Ngogwe S/C** had 15 out of 19 staff recruited and included Senior Assistant Secretary, Assistant Accountant (Senior Account Assistant), 6 Parish Chiefs, CDO, Office Typist, Assistant Agricultural Officer, Agricultural Officer, Fisheries Officer, Veterinary Officer, and Assistant Fisheries Officer. **Therefore, the Sub County had information on the positions filled as per minimum staffing standards was accurate as reflected in the staff in post above**

3. **Ssi Bukunja SC** had 16 out of 19 staff recruited and included; Senior Assistant Secretary, Assistant Accountant (Senior Account Assistant), 7 Parish Chiefs, CDO, Assistant Agricultural Officer, Agricultural Officer, Fisheries Officer, Veterinary Officer, Assistant Veterinary Officer and Assistant Fisheries Officer. **Therefore, the Sub County had information on the positions filled as per minimum staffing standards was accurate as reflected in the staff in post above**

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 evidence that the 2 DDEG projects were 100% complete as reported in the reports in the Infrastructure report dated 10/7/2023:-

1 Construction of a staff house at Kasubi HCII Buikwe SC at Ugx 30,000,000; and

2 Phased construction of the District Administration Block Construction at the District Administration Block at Ugx 46,574,000.

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| 5 | <p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p> | <p>a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;</p> <p>If there is no difference in the assessment results of the LG and national assessment in all LLGs</p> <p>score 4 or else 0</p> <p>NB: The Source is the OPAMS Data Generated by OPM.</p> | <p>The deviations between Buikwe LG LLGs results and IVA were within +-10.</p> <p>Ngogwe SC , LG result was 83, IVA was 83, variance 0;</p> <p>Najja SC, LG result was 81, IVA was 84, variance 3;</p> <p>Ssi Bukunja SC, LG result was 84, IVA was 84, variance 0;</p> <p>Kiyindi TC, LG result was 78, IVA was 71, variance - 7.</p> | 4 |
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| 5 | <p>N23_Reporting and Performance Improvement</p> <p>Maximum 8 points on this Performance Measure</p> | <p>b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.</p> <p>Score: 2 or else score 0</p> | <p>There was evidence at the time of assessment that the LG developed a performance improvement plan (PIP) for the 3 (30%) lowest performing LLGs (Kiyindi T/C, Nkokonjeru T/C and Buikwe S/C) in the National Assessment for FY 2022/23. The areas of improvement were:</p> <ul style="list-style-type: none"> • Improvement in urban physical planning and Management for Kiyindi and Nkokonjeru T/Cs, • Improvement in budgeting and planning, Own source revenue mobilization, human resource management and environmental and social safe guards for Kiyindi Town Council. • Improvement of the functionality of parish administration structures, budgeting and planning and environmental and social safe guards for Nkokonjeru Town Council. • Improvement of environmental and social safe guards, Primary Health Care services Management and Water and environment Service management for Buikwe S/C. | 2 |
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| 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 | There was evidence at time of assessment that the LG had implemented the PIP for the 30 % lowest performing LLGs in the previous FY 2022/23. The minutes of the meeting held on 6/9 2023 were available. In this meeting all the LLGs including Kiyindi T/C, Nkokonjeru T/C and Buikwe S/C (the lowest performing) were trained on the performance areas under LLG Assessment | 2 |
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Human Resource Management and Development

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| 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 evidence at the time of assessment that the Local Government had submitted the recruitment plan for the financial year 2024/25 to the Ministry of Finance ,Planning and Economic Development, Ministry of Local Government , and, the Ministry of Public Service on the 29th September, 2023 . The recruitment plan had 67 staff that included; District Headquarter Staff workers -20 staff, Agriculture Extension- 6 staff, Primary Schools-2 staff, Urban Councils-14 Staff and Primary Health Care (PHC) -25 staff | 2 |
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| 7 | Performance management Maximum 5 points on this Performance Measure | a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI): Score 2 or else score 0 | There was evidence on file that Buikwe District Local Government conducted a tracking and analysis of staff attendance as guided by the Ministry of Public service SCI as reflected in the District planning Committee meeting held on 4/4/2023 under DTPC Min. 06/04/04/2023 discussing the analysis of the staff attendance for months of July 2022 up to 31/3/2023. | 2 |
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| 7 | <p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p> | <p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p> | <p>The LG had appraised all HODs in the FY 2022/23 as follows:</p> <ul style="list-style-type: none"> • District Community Development Officer was appraised on 30/6/2023; • Chief Finance Officer was appraised on 30/6/2023 • District Planner was appraised on 30/6/2023 • District production Officer was appraised on 28/6/2023 • District Engineer was appraised on 28/6/2023 • District Health Officer was appraised on 30/6/2023 • District commercial Officer was appraised on 30/6/ 2023 • District Education Officer was appraised on 30/6/ 2023 <p>However, the District Natural Resources Officer-head of Naturals resource department had not been recruited since 4th May, 2023 when the substantive holder died.</p> | 1 |
| 7 | <p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p> | <p>ii. (in addition to “a” above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p> | <p>There was evidence that administrative rewards and sanctions were implemented as provided for in the guidelines. The CC discussed the rewards in a meeting held on 22/6/2023 under minute RSC/04/6/2023 where the best 21 staff that had excelled in performance were identified and rewarded at the end of the year with Certificates of recognition.</p> <p>The CC also discussed cases of abscondment and lack of professional ethics among the 13 staff (10 teachers, 2 Health staff and one staff from works department and these cases were submitted on 29/8/2022 to DSC by CAO.</p> | 1 |
| 7 | <p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p> | <p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p> | <p>The Consultative Committee (CC) for staff grievance redress was functional as they held a meeting on 22/6/2023 and discussed rewards where 12 best performing staff were identified for recognition and handled 13 staff cases that warranted sanctioning.</p> | 1 |

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.

The LG recruited 22 staff in the FY 2022/23, and 21 staff (95.5%) accessed the pay roll within the period of not later than two months after appointment. **Only One out of 10 sampled staff** (Health Assistant,(Kaziba Ronald) was appointed on 22/12/2022 and accessed the pay roll on 1/4/2022 beyond the prescribed period.

The other **nine employees** accessed salary within the prescribed period as follows:

- Community Development Officer,(Mujuni Francis) was appointed on 4/10/2022 and accessed the pay roll on 1/11/2022.
- Senior Education Officer (Nantongo Rashida) was appointed on 8/09/2022 and accessed the pay roll on 1/10/2022;
- Enrolled Nurse (Balingasima Jamad) was appointed on 25/07/2022 and accessed the pay roll on 1/9/2022;
- Physical Planner (Kagwa Dennis) was appointed on 25/07/2022 and accessed the pay roll on 1/8/2022;
- Inspector of Schools (Kiyimba Suleiman Rajab) was appointed on 25/07/2022 and accessed the pay roll on 1/9/2022;
- Sports Officer (Lubulwa Henry) was appointed on 25/07/2022 and accessed the pay roll on 1/9/2022;
- Community Development Officer (Mbawadde Prossy) was appointed on 25/07/2022 and accessed the pay roll on 1/9/2022;
- Enrolled Midwife (Nakato Lillian) and Enrolled Nurse (Nakiyemba Fatuma) were appointed on 25/07/2022 and accessed the pay roll on 1/9/2022;

Pension Payroll management

Maximum 1 point on this Performance Measure or else score 0

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

Score 1.

Four (4) out of 10 (40%) of the sampled pensioners that retired during the previous FY 2022/23 accessed the pension pay roll beyond the prescribed period of two months after retirement. The three staff were Health Information Assistant was retired on 6/01/2023 and accessed the pension payroll on 1/10/2023, Deputy Head Teacher (Nakya Edith) retired on the 7/7/ 2022 and exceeded the pension pay roll on 1/9/2023, Deputy Head Teacher Primary (Mayanja Edward) retired on the 25/08/2022 and exceeded the pension pay roll 1/4/2023 and Assistant Education Officer was retired on 5/01/2023 and accessed the pension payroll on 1/6/2023 .

The other 8 pensioner accessed the pay roll as follow;

- Tutor PTC graduate (Nakyobe Margret) was retired on 24/4/2023 and accessed the pension pay roll on 1/5/2023.

- Health Nursing Officer (Namusisi Sarah) retired on the 24/1/ 2023 and exceeded the pension pay roll on 1/4/ 2022;

- Education Assistant (Masajjage Danny) was retired on 13/03/2023 and accessed the pension pay roll on 1/ 6/2023.

- Education Assistant (Kigundu Kyabita) retired on the 21/5/ 2023 and exceeded the pension pay roll on 1/6/ 2023;

- Nursing Assistant (Halima Namusisi) retired on the 1/02/2023 and exceeded the pension pay roll 1/4/2023

- Education Assistant (Acom Jane) retired on the 4/02/2023 and exceeded the pension pay roll 1/5/2023

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 LG transferred DDEG funds in full to LLGs. A total of UGX 321,680,301 as budgeted for in the year 2022/23, was fully transferred to LLGs as below:

Quarter 1 &2 Ugx 59,747,762 was transferred on 26/10/2022; and

Quarter 3 Ugx 119,674,895 was transferred on 20/2/2023.

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| 10 | <p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p> | <p>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).</p> <p>Score: 2 or else score 0</p> | <p>The LG did not submit warrants in time for DDEG transfers to LLGs:</p> <p>Quarter 1 & 2 warrant was on 13/10/2022, expenditure limits date was 30/9/2022; 13 days and</p> <p>Quarter 3 warrant was on 8/1/2023, expenditure limits date was 29/12/2022; 9 days.</p> | 0 |
| 10 | <p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p> | <p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p> | <p>The LG did not invoice in time for DDEG transfers to LLGs:</p> <p>Quarter 1& 2 invoiced on 15/10/2022, expenditure limits date was 30/9/2022; 15 days and</p> <p>Quarter 3 invoiced on 6/2/2022, expenditure limits date was 29/12/2022; 31 days .</p> | 0 |
| 11 | <p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p> | <p>a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:</p> <p>Score 2 or else score 0</p> | <p>There was evidence that the LG supervised and mentored all LLGs at least once quarterly:</p> <p>Q1 mentoring report dated 25/7/2022 through the DTTC, focus was on the Assessment Manual;</p> <p>Q2 mentoring report dated 30/11/2022 through the DTTC, focus was on environment concerns of capital projects;</p> <p>Q3 mentoring report dated 28/2/2023 through the DTTC, focus was on DDEG guidelines; and</p> <p>Q4 mentoring report dated 2/5/2023 through the DTTC, focus was on procurement and disposal.</p> | 2 |

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| 11 | <p>Routine oversight and monitoring</p> <p>Maximum 4 points on this Performance Measure</p> | <p>b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:</p> <p>Score 2 or else score 0</p> | <p>There was evidence that the supervision and monitoring reports were discussed in the TPC of 25/7/2022, MIN 06/DTPC/25/07/2022; 30/11/2022, MIN 06/DTPC/30/11/2022; 28/2/2023, MIN 06/DTPC/28/02/2023; and 2/5/2023, MIN 06/DTPC/02/05/2023</p> | 2 |
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Investment Management

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| 12 | <p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p> | <p>a. Evidence that the District/Municipality maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:</p> <p>Score 2 or else score 0</p> <p>Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0</p> | <p>The LG maintained an up-dated assets register covering details on buildings, vehicle, Land etc. as per format in the accounting manual and was last updated on June 30,2023.</p> <p>Assets breakdown in the draft accounts for the period ended 30 June 2023 (Inventory account page 44) were as below:</p> <ol style="list-style-type: none"> 1. Land Ugx ; 91,337,999; 2. Building and structures: <ol style="list-style-type: none"> a) Non Residential buildings Ugx ;40,539,205,504; b) Residential buildings Ugx 4,410,353,199; 3. Roads and bridges Ugx ;0 4. Others Ugx ;5,318,189,137; 5. Office equipment Ugx ;6,792,247,558 6. ICT equipment Ugx ;303,694,880; 7. Furniture and Fittings Ugx ;104,762,435; 8. Cultivated assets Ugx 36,076,850; 9. Motor vehicles Ugx 259,106,590; Motorcycles Ugx 73,630,000; 10 others Ugx 412,710,220; and Others 1,648,408,418. <p>Total 59,989,722,790</p> | 2 |
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| 12 | <p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p> | <p>b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:</p> <p>Score 1 or else 0</p> | <p>There was evidence that the LG used the Board of Survey Report dated 30/8/2022 to make Assets Management decisions ,the Assets Register was updated and the Notice Board was repaired as recommended.</p> | 1 |
| 12 | <p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p> | <p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p> | <p>The LG Physical Planning Committee was in place and functioning, at least 4 sets of minutes were prepared and submitted to MoLHUD as required:</p> <ol style="list-style-type: none"> 1. Minutes dated 14/9/2022 submitted on 26/9/2022; 2.Minutes dated 14/10/2022 submitted on 24/3/2023 3.Minutes dated 23/3/2023 submitted on 26/6/2023; and 4.Minutes dated 29/6/2023 submitted on 6/10/2023. <p>The committee was constituted with 9 members namely; Nankindu bety, Kibuka Jamada, Sebaduka David, Kasaja Ibrahim, Konde Moses, Olara Donson, Nakato cisy, balimunsi moses, kyambadde moses, kiganda sewanya. and submission of new investments were considered within 30 days of submission. The LG did not have an approved Physical Development Plan.</p> | 2 |

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| 12 | <p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p> | <p>d.For DDEG financed projects;</p> <p>Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p> | <p>The LG conducted desk appraisals, the investment derived from the LG Development Plan 2020/21-2024/25(Page 81-107) and were eligible for funding under sector guidelines as indicated in the minutes dated 20/9/2021, page 5-8 for the projects implemented in the year 2022/23. The projects appraised included:</p> <p>1 Construction of a staff house at Kasubi HCII Buikwe SC at Ugx 30,000,000; and</p> <p>2 Phased construction of the District Administration Block Construction at the District Administration Block at Ugx 46,574,000.</p> | 2 |
| 12 | <p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p> | <p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p> | <p>The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports dated 15/11/2021, pages 1-2, for the projects implemented in the year 2022/23. The projects appraised included:</p> <p>1 Construction of a staff house at Kasubi HCII Buikwe SC at Ugx 30,000,000; and</p> <p>2 Phased construction of the District Administration Block Construction at the District Administration Block at Ugx 46,574,000.</p> | 2 |

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| 12 | <p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p> | <p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p> | <p>There was evidence that the project profiles with costing were developed and discussed by TPC for all investments in the AWP for the current FY 2023/24. These projects were discussed in the meeting of 4/4/2023, MIN DTPC/o6/04/04/2023. They included:</p> <ol style="list-style-type: none"> 1. Completion of a staff house at Kasubi HC II at Ugx50,000,000; 2. Construction of a VIP latrine at Kawolo Hospital at Ugx30,000,000; and 3. Phased construction of the District Administration Block at Ugx334,599,000. | 1 |
| 12 | <p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p> | <p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p> | <p>For the current FY (2023/2024 FY) there were 2 phased/rolling/multi-year projects funded by DDEG and there was Evidence that LG had screened all the 2 projects funded by DDEG and environmental and social impacts and mitigation measures put in place where required before being approved for construction. These projects had completed Environmental and Social Screening Forms (ESSF) and Costed ESMPs:</p> <ol style="list-style-type: none"> 1. Buikwe DLG Department of Natural Resources and Environment presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Buikwe District Administration Block Phase 1 at Misindye. The ESSF and Costed ESMP was dated 8th November 2022, Signed by District Environmental Officer – Kisémbó Stella, and also signed by District Senior Community Development Officer – Mutebí Masitullah. 2. Buikwe DLG Department of Natural Resources and Environment presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Staff House at Kasubi Health Center III Phase 1. The ESSF and Costed ESMP was dated 8th November 2022, Signed by District Environmental Officer – Kisémbó Stella, and also signed by District Senior Community Development Officer – Mutebí Masitullah. | 2 |

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| 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 all the infrastructure projects to be implemented in the current FY using DDEG were incorporated in the approved procurement plan: Below are the infrastructure that were incorporated; 1. Completion of staff house at Kasubi HC III budgeted at UGX. 50,000,000 2. Construction of a lined PitLatrine at Kawolo Hospital budgeted at UGX. 30,000,000 3. Roofing of the subcounty office block at Najja SC, budgeted at UGX. 17,596,223 These were submitted on 20th/3/2023 by Dr. Bbosa Richard PHO and received and Incorporated by SPO -Ms. Namayanja Suzan dated 24th/5/2023. | 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 evidence that all the infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Below were the incorporated infrastructure; 1. Completion of staff house at Kasubi HC III budgeted at UGX. 50,000,000 2. Construction of a lined PitLatrine at Kawolo Hospital budgeted at UGX. 30,000,000 3. Roofing of the subcounty office block at Najja SC, budgeted at UGX. 17,596,223 These were submitted on 20th/3/2023 received by SPO -Ms. Namayanja Suzan on 24th/ and approved under CC minutes BDCC/07/2023/07 chaired by Dr. Bbosa Richard and recorded by Ms. Namayanja Suzan dated 31st/7/2023. | 1 |
| 13 | Procurement, contract management/execution Maximum 8 points on this Performance Measure | c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines: Score 1 or else 0 | There was evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines. Eng. Seguya Fredrick - DE, Dr, Bbosa Richard - DHO, Mr. Kiganda Sewanyo Sam -CDO, Ms. Nakiri Jazira .K - SEO, Mr. Kawuma ronald TC Nkokonjeru These were appointed and established on 21st/3/2023 by CAO, Mr. Dunstan Balaba. | 1 |

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| 13 | <p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p> | <p>d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:</p> <p>Score 1 or else score 0</p> | <p>The LG handled and implemented a single project phase project under DDEG funding. The project name was Construction of a staff house at Kasubi Phase I. Procurement no: Buik816/works/22-23/00016.The field visit revealed that the LG followed the standard technical designs provided by the LG Engineer.The assessed project was at substructure and the following verification works were conducted: The depth of the foundation was found to be 0.9m deep strip found, with a ground beam of 0.2x0.2m thick and the over site concrete slab (ground slab) was 100mm thick. The substructure was rectangular in shape measuring 13.4m x7.7m. The slab had no major defects at the time of the field visit.</p> | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p> | <p>e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0</p> | <p>The evidence availed to the assessor at the time of assessment was not enough to show that the LG supervised the infrastructure project prior to verification. The availed progress report dated 15th/6/2023, MIN.4/HCMS/15/6/2023, indicated a progress report of 32% for the construction of Nkokonjeru HC II to III.</p> <p>Site meeting dated 7th/09/2023 titled site hand over, the meeting was attended by the RDC,DE,CAO,DHO,LCV and the SW- Mr.Olara Dan Johnson.</p> <p>Site meeting held 24th/2/2023, this was also a site hand over report/ meeting for the construction of OPD at Buikwe HC III. These were three meetings for three different infrastructure project showing no consistence in supervision of projects.</p> | 0 |

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 on file that M/s Kano building Contractors Ltd put in its request amounting to UGX.26,150,319 on 18th/4/2023, for the construction of a staff house at Kasubi HC III Phase I, it was received by the Principle Health Officer and forwarded to the District Engineer 24th/4/23. An interim certificate no.1 was raised On 24th /4/2023 amounting to UGX. 26,150,319 fully signed by Mr. Olara Dan Johnson, Mutebi Masitula and Nakiri Fazira.K, Dr, Bbosa Richard PHO and Seguya Fred and forwarded to Chief finance officer. This was received and paid on 24th/April/2023, voucher number: 5881855 amounting to UGX.23,563,66, this was paid within 6days.

There was evidence on file that M/s Prime Contractors Ltd put in its request amounting to UGX.240,231,613 on 19th/4/2023, for the upgrade of Nkokonjeru HC II to III, it was received by the Principle Health Officer and forwarded to the District Engineer 27th/4/23. An interim certificate no.1 was raised On 24th /4/2023 amounting to UGX. 225,817,715.8 fully signed by Mr. Olara Dan Johnson, Mutebi Masitula and Nakiri Fazira.K, Dr, Bbosa Richard PHO and Seguya Fred and forwarded to Chief finance officer. This was received and paid on 24th/April/2023, voucher number: 5893831 amounting to UGX.225,817,716 dated 16th/6/2022,

There was evidence on file that M/s Jalum Holdings Ltd put in its request amounting to UGX.65,489,519 on 6th/6/2023, for the Construction of of an OPD block at Buikwe health centre III, it was received by the Principle Health Officer and forwarded to the District Engineer 13th/3/23. An interim certificate no.1 was raised On 13th /6/2023 amounting to UGX.65,489,519 fully signed by Mr. Olara Dan Johnson, Mutebi Masitula and Nakiri Fazira.K, Dr, Bbosa Richard PHO and Seguya Fred and forwarded to Chief finance officer. This was received and paid on 6th/April/2023, voucher number: 473032 amounting to UGX.65,489,519 dated 6th/4/2022

There was evidence on file that M/s Hamuna Holdings Ltd put in its request amounting to UGX.48,759,984 on 9th/5/2023, for drilling of two boreholes in Bulega and Kikoma B in Najja and Buikwe, it was received by the District water Officer and forwarded to the District Engineer 10th/5/23. An interim certificate no.1 was raised On 10th /5/2023 amounting to UGX.48,759,984 fully signed by Mr. Olara Dan Johnson, Mutebi Masitula, Nakiri Fazira.K, Mr. Kayaga Arthur and Seguya Fred and forwarded to Chief finance officer. This was received and paid on 6th/April/2023, voucher number: 45905584 amounting to UGX.48,759,984 dated 16th/6/2022

Through evaluation of these requests, indicated that payments were made within one month from the time of issuance of the interim certificate, which is within the minimum condition of two months.

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| <p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p> | <p>g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:</p> <p>Score 1 or else 0</p> | <p>There was evidence that the a complete procurement files were in place at the time of assessment as listed below;</p> <p>1. Construction of a public water borne toilet in Buikwe rural, under procurement reference number: BUIK/816/works/22-23/00012.</p> <p>That Evaluation report was done on 13th/9/2022, where two bidders were evaluated, M/S Yolums Limited bid UGX. 63,613,481 and M/S. The Insight International Enterprises Ltd, bid UGX. 66,878,700, bid submission was done on 16th/8/2022. Under the evaluation committee chaired by Mr. Kayaga Arthur and recorded by Mr. Babaranda Rogers, M/S Yolums Limited was evaluated as the best bidder and approved by the contracts committee meeting that was held on 6th/9/2023 under minute number BDCC/09/2022/07. Dr. Bbosa Richard chaired the CC meeting and he was helped by Ms. Namayanja Suzan as the secretary of that meeting.</p> <p>The contract was awarded to M/S M/S Yolums Limited, on 25th/10/2022 for a contract sum of UGX. 63,613,481. Mr. Kuruhiira Godfrey M.A signed the contract between the LG and M/s Yolums Limited and this was witnessed by Kayaga Arthur-DWO, Ms. Namayanja Suzan SPO and Mr. Kyeswa Keneth as the CEO Yolums Limited.</p> <p>2. Construction of KKoba administration block, under procurement reference number: BUIK/816/works/22-23/00010.</p> <p>That Evaluation report was done on 15th/9/2022, where three bidders were evaluated, M/S Pass Civil Engineers bid UGX. 98,016,110, M/s Tower Consults Ltd bid 91,742,000 and M/S Jahe building contractors Ltd bid UGX. 110,485,34. Under the evaluation committee chaired by Mr. Musazi Julius Kizito and recorded by Ms. Namayanja Suzan, M/s Tower Consults Ltd was evaluated as the best bidder and approved by the contracts committee meeting that was held on 16th/9/2022 under minute number BDCC/09/2022/010. Dr. Bbosa Richard chaired the CC meeting and he was helped by Ms. Namayanja Suzan as the secretary of that meeting.</p> <p>The contract was awarded to M/S Tower Consults Ltd, on 26th/10/2022 for a contract sum of UGX. 91,742,000. Mr. Kuruhiira Godfrey M.A the LG CAO signed the contract between the LG and M/s Tower Consults Ltd and this was witnessed by Mr. Seguya Fred, Ms. Namayanja Suzan SPO and Mr. Yiga Lawrence as the CEO Tower Consults Ltd.</p> |
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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 feedback (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 Buikwe DLG had designated a person to coordinate response to feedback on grievances/complaints and had established a centralized Grievance Redress Committee (GRC) as demonstrated by the following:

i. Buikwe DLG presented a Letter Dated 17th August 2022 and Referenced ADM/1054/1, Addressed to Senior Community Development Officer/ Gender Officer - Ms. Mutebi Masitulah with the Subject: Appointment as a Coordinator for the District Grievance Redress Committee for coordinating response to feedback (Grievance/Complaints), Signed by CAO - Nankindu Betty, with Copies to District Chairperson, Resident District Commissioner and All Heads of Departments.

ii. Buikwe DLG presented letters dated 18th August 2022 and Referenced ADM/1054/1, addressed to different Officers, with Subject: Appointment as a member of the District Grievance Redress Committee (GRC), with the following details: Labour Officer - Buikwe DLG; District Engineer- Buikwe DLG; Female Councilor for Elderly - Buikwe DLG; Manager World Vision - Buikwe DLG; Lands Officer - Buikwe DLG; PHRO - Buikwe DLG, In Charge - Buikwe HC III. Letters were signed by CAO - Nankindu Betty, with Copies to District Chairperson and Resident District Commissioner

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| 14 | Grievance redress mechanism operational. | 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. | There was Evidence that Buikwe DLG had specified a system for recording, investigating and responding to grievances and had a defined complaints referral path and public display of information at LG offices and also had Grievance/ Complaints Log that was opened on 6th September 2022. The log comprised of: case serial number (S/N), Grievance, dates cases were reported, to who was case reported, was case resolved? (Yes/No), dates when it was resolved, status of the case. Starting entry in the Complaints Log was filed on 6th September 2022 (Misindye LC I Chairperson filed a complaint regarding land disputes between the landlord and tenants where the new Buikwe administration block was under construction. This was reported to the CAO's office and the landlord was engaged and agreed that the landlord compensates and relocates unpaid tenants and the issue resolved by 18th October 2022). Last entry in the Complaints Log was filed on 10th May 2023 (Biroli Simon filed a complaint regarding failure of the tank stand that caused breakage of the storage tank, this was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to replace all the damaged equipment and the issue resolved by 29th June 2023). Many other cases were registered in the complaints log, among others such as: 25th April 2023 (land lord where the new Buikwe administration block was under construction, filed a complaint regarding destruction of his food crops on site, this was reported to the CAO's office, the crop owner was requested to remove his sweet potatoes and the issue resolved by 17th May 2023). | 2 |
| | Maximum 5 points on this performance measure | If so: Score 2 or else 0 | | |
| 14 | Grievance redress mechanism operational. | c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress. | There was Evidence that Buikwe DLG had publicized the grievance redress mechanisms so that aggrieved parties would know where to report and get redress given that the LG had a website (www.buikwe.go.ug) and a Complaints Management Procedure/Flow Chart was placed on public notice boards. Buikwe DLG also had LG Complaints Log/Complaints Record Book with case reference numbers, dates for which cases were recorded, names of clients, details of respective cases and respective actions taken. | 1 |
| | Maximum 5 points on this performance measure | If so: Score 1 or else 0 | | |

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| 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 Environment, Social and Climate change interventions were integrated into LG Development Plans, annual work plans and budgets ,Ugx 50m was budgeted for it on page 21 of the 2022/23 LG approved budget for the 2 projects below:\ 1 Construction of a staff house at Kasubi HCII Buikwe SC at Ugx 30,000,000; and 2 Phased construction of the District Administration Block Construction at the District Administration Block at Ugx 46,574,000. | 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 evidence that DDEG guidelines were given to LLGs in the LG TPC meeting of 28/2/2023. | 1 |
| 15 | Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure | <p>(For investments financed from the DDEG other than health, education, water, and irrigation):</p> <p>c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary: score 3 or else score 0</p> | Other than health, education, water, and irrigation, Buikwe DLG implemented the Construction of Buikwe District Administration Block Phase 1 at Misindye financed using DDEG. However there was no Evidence that Buikwe DLG incorporated Costed Environmental and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for this Discretionary Development Equalization Grant (DDEG) infrastructure project of the previous FY (2022/2023 FY). | 0 |

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| 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 was Evidence that Buikwe DLG had projects with costing of the additional impact from climate change and costing of additional costs of addressing climate change adaptation such as inclusion of additional costs of addressing climate change adaptation through purchase of lightning arrestors and Rain water harvesting system as illustrated in the BoQ for Construction of Staff House at Kasubi Health Center III Phase 1 | 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 | Buikwe DLG implemented only 2 projects funded by DDEG and there was Evidence that all DDEG projects were implemented on land where the LG had proof of ownership, access and availability, without any encumbrances as LG provided land titles for land where DDEG funded projects were implemented as follows: 1. Buikwe DLG Department of Natural Resources and Environment and CDO presented Land title for Buikwe District Administration Block Phase 1 at Misindye. The details of the Land title are: Plot 539, Block 313 in the names of Buikwe DLG, dated 3rd May 2023 of size 0.12 Hectares. 2. Buikwe DLG Department of Natural Resources and Environment and CDO presented Land title for Kasubi HC III Phase 1. The details of the Land title are: Plot 506, Block 208 in the names of Buikwe Sub County, Buikwe DLG, dated 3rd September 2017 of size 0.7 Hectares | 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 was Evidence that Buikwe DLG Environmental Officer and CDO conducted support supervision and monitoring to ascertain compliance with ESMPs and provided monthly reports and these projects complied with E&S requirements as exemplified by the following: 1. Buikwe DLG Department of Natural Resources and Environment and CDO presented a report on 'Environmental and Social Monitoring Report for Construction of Buikwe District Administration Block Phase 1 at Misindye. The report was dated 6th April 2023 and was signed by Environmental Officer – Kisembo Stella and was also signed by District Senior Community Development Officer – Mutebi Masitullah. 2. Buikwe DLG Department of Natural Resources and Environment and CDO presented a report on 'Environmental and Social Monitoring Report for Construction of Staff House at Kasubi HC III Phase 1 F/Y 2022/2023. The report was dated 6th April 2023 and was signed by Environmental Officer – Kisembo Stella and was also signed by District Senior Community Development Officer – Mutebi Masitullah | 1 |

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| 15 | Safeguards for service delivery of investments effectively handled. Maximum 11 points on this performance measure | g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects: | There was Evidence that Environmental and Social Compliance Certification Forms (ESCCFs) were completed and signed by Environmental Officer and Community Development Officer (CDO) prior to payments of contractors' invoices at interim and final stages of projects as exemplified by the following projects: | 1 |
| | | Score 1 or else score 0 | <ol style="list-style-type: none"> 1. Buikwe DLG Department of Natural Resources and Environment and CDO presented 'Environmental and Social Compliance Certification form were prepared for the following completed school construction projects: Completion of Construction of Staff House at Kasubi HC III Phase 1 F/Y 2022/2023. The certification forms were signed by Environmental Officer – Kisembo Stella and was also signed by District Senior Community Development Officer – Mutebi Masitullah. 2. Buikwe DLG Department of Natural Resources and Environment and CDO presented 'Environmental and Social Compliance Certification form were prepared for the following completed school construction projects: Completion of Construction of Buikwe District Administration Block Phase 1 at Misindye. The certification forms were signed by Environmental Officer – Kisembo Stella and was also signed by District Senior Community Development Officer – Mutebi Masitullah | |

Financial management

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| 16 | LG makes monthly Bank reconciliations Maximum 2 points on this Performance Measure | a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment: | All the 3 bank accounts sampled had their monthly reconciliations done up to September 30, 2023. These were: <ol style="list-style-type: none"> 1. Youth Livelihood Project ; 2. Revenue Collection; and 3. General Fund. | 2 |
| | | Score 2 or else score 0 | | |
| 17 | LG executes the Internal Audit function in accordance with the LGA Section 90 Maximum 4 points on this performance measure | a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY. | The LG produced 4 quarterly internal audit reports in the FY 2022/23 as below: Quarter 1 report was prepared on 27/10/2022; issues included failure to dispose assets and unaccounted for funds from Kawolo hospital Quarter 2 report was prepared on 27/1/2023 ; issues included unstamped vouchers at Ngogwe SSS Quarter 3 report was prepared 22/4/2023; issues included un updated bank reconcilliations and Quarter 4 report was prepared on 25/7/2023, issues included poor stock management at Kawolo Hospital. | 2 |
| | | Score 2 or else score 0 | | |

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| 17 | <p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p> | <p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p> | <p>The LG had provided status of implementation of internal audit findings to the LG PAC for all the 4 quarters:</p> <p>Quarter 1 status of implementation of internal audit findings provided to Council/Chairperson and LG PAC on 30/10/2022;</p> <p>Quarter 2 status of implementation of internal audit findings provided to Council/Chairperson and LG PAC on 31/1/2023;</p> <p>Quarter 3 status of implementation of internal audit findings provided to Council/Chairperson and LG PAC on 2/5/2023; and</p> <p>Quarter 4 status of implementation of internal audit findings provided to Council/Chairperson and LG PAC on 31/7/2023.</p> | 1 |
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| 17 | <p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p> | <p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p> | <p>There was evidence that all the 4 quarterly audit reports were discussed:-</p> <p>Quarter 1 and 2 reports were discussed and reviewed on 15/6/2022 as per LG PAC minutes of 15/6/2023;</p> <p>Quarter 3 and 4 reports were discussed on 3/7/2023 as per LG PAC minutes of 3/7/2023 ;</p> | 1 |
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Local Revenues

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| 18 | <p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p> | <p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p> | <p>The actual/budget local revenue collection ratio for the FY 2022/23 was 47% (UGX636, 216,940 /1,335,227,000). This was a budget variance of 53% which was outside +/- 10 %.</p> <p>(Source: LG draft Final accounts for FY 2022/23 page 65 and the LG Approved Work Plan and Budget for 2022/23 page 12)</p> | 0 |
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| 19 | <p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 2 points on this Performance Measure.</p> | <p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> • If more than 10 %: score 2. • If the increase is from 5% -10 %: score 1. • If the increase is less than 5 %: score 0. | <p>The LG OSR increased by 2 % from UGX 620,532,502 in the FY 2021/22 to UGX 636, 216,940 in the FY 2022/23. (Source: LG audited accounts for Financial Year (FY) 2021/22 page 12 and draft accounts for the year 2022/23 page 65.</p> | 0 |
| 20 | <p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p> | <p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p> | <p>The shareable revenue of Ugx 612,181,911 was transferred to LLGs at 65% to subcounties and 100% to town councils as below:-</p> <ul style="list-style-type: none"> Buikwe DLG, Ugx403,506,760; Buikwe T/C, Ugx 36,909,051; Nkokonjeru T/C, Ugx 44,370,000; Kiyindi T/C , Ugx63,700,000; Ngogwe S/C, Ugx17,758,000; Ssi S/C, Ugx 26,113,100; and Buikwe S/C, Ugx7,510,750; Najja S/C, Ugx12,314,250. | 2 |

Transparency and Accountability

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| 21 | <p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p> | <p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p> | <p>There was evidence that the procurement plan and awarded contracts and all amounts are published, the following contracts were published on the notice board as follows;</p> <ol style="list-style-type: none"> 1. Construction of administration block at Kobba P/S, under procurement number: Buik/816/works/2022-23/00002, method of procurement was open domestic bidding, Best evaluated bidder was Tower Consult Ltd, Contract sum was 91,742,000 VAT inclusive, Published on 13th/9/2022 and removed on 13th/10/2022 , this was duly signed by Town clerk Mr. Kuruhiira Godfrey M.A on 13th/10/2022, as required by the PPDA law. 2. Construction of a staff house at Lubanyi P/S, under procurement number: Buik/816/works/2022-23/00001, method of procurement was open domestic bidding, Best evaluated bidder was Tower Consult Ltd, Contract sum was 105,332,000 VAT inclusive, Published on 30th/9/2022 and removed on 13th/10/2022 , this was duly signed by Town clerk Mr. Kuruhiira Godfrey M.A on 13th/10/2022, as required by the PPDA law. 3. Construction of two classroom block at Mulajje P/S, under procurement number: Buik/816/works/2022-23/000010, method of procurement was open domestic bidding, Best evaluated bidder was Tower Consult Ltd, Contract sum was 84,763,236 VAT inclusive, Published on 30th/9/2022 and removed on 13th/10/2022 , this was duly signed by Town clerk Mr. Kuruhiira Godfrey M.A on 13th/10/2022, as required by the PPDA law. | 2 |
| 21 | <p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p> | <p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p> | <p>LG performance assessment results for the year 202/23 together with the implications dated 23/9/2023 were available on the LG notice board at the time of the assessment on.</p> | 2 |

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|----|--|---|--|----------|
| 21 | <p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p> | <p>c. Evidence that the LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: Score 1 or else score 0</p> | <p>There was evidence that the LG during the year 2022/23 conducted discussions with the public to provide feed-back on status of activity implementation, this was held at the LG HQ on 27/6/2023, report was dated 27/6/2023 and the topic was accountability in all sectors.</p> | 1 |
| 21 | <p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p> | <p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p> | <p>There was evidence that the LG made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal dated 3/7/2023 on the notice board.</p> | 1 |
| 22 | <p>Reporting to IGG</p> <p>Maximum 1 point on this Performance Measure</p> | <p>a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0</p> | <p>The LG had 2 types of IGG cases, one was forged academic documents by 3 officers namely: Namaganda Babra, Education Assistant, Kiyimba Henry, Town Agent and Nakintu Martha Education Assistant. All the 3 officers were dismissed. The second category involved non accountability of funds by 5 officers namely: Ivan Kimera, Stella, Moses, Jamada and Rosemary. These refunded the money and were cleared by IGG on letter dated 2/6/2023. Both matters were discussed in the LG Council of 27/9/2023</p> | 1 |

**Educational
Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|---|---|---|-------|
| Local Government Service Delivery Results | | | | |
| 1 | <p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p> | <p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 4 • Between 1 and 5% score 2 • No improvement score 0 | <p>The PLE pass rate between 2020 and 2022 improved by 17% as detailed below:</p> <p>2020: DIV. 1: 332, DIV. 2: 493, DIV. 3: 756. The absentees were:127.TOT. who sat= 2485;Total number of registered candidates was - 2612. TOT. who passed= 1581; Percentage pass=1581 /2485 x 100= 64%.</p> <p>2022: DIV. 1:493, DIV.2: 2287 DIV.3:756. Absentees were 407. TOT. number of registered candidates =4781 , total number who sat=4374,TOT. who passed = 3536, percentage pass = 3536/4,374 x 100 =81%.</p> <p>Pass rate between 2020 and 2022 was therefore 81-64 = 17%.</p> <p>This was verified from the results analysis from the DEOs office.</p> | 4 |
| 1 | <p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p> | <p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> • If improvement by more than 5% score 3 • Between 1 and 5% score 2 • No improvement score 0 | <p>The LG UCE pass rate improved between the previous school year but one (2020) and the previous year. (2022) by 6%.</p> <p>The percentage pass in UCE in 2020 was 52% while in 2022 was 58%(data verified from the UNEB results sheets from the office of the DEO). The improvement rate was therefore; 58- 52 = 6%. This improvement was above 5.</p> <p>The details are shown below:</p> <p>2020: DIV.1:159, DIV.2: 326, DIV.3: 406.,DIV. 4: 711, DIV.7:1,DIV.9:109, ABS:7, TOT. registered candidates--1718,TOT. who sat =1711, TOT who passed = 891. Percentage pass was 891//1711x100=52%.</p> <p>2022: DIV.1:204, DIV.2: 348, DIV.3:456, DIV.4:652, DIV. 7: 3, DIV. 9: 81, Absentees: 16,TOT. number of registered candidates- 1753, .TOT. who sat =1744, TOT who passed = 1008. Percentage pass was 1008/1744x100= 58% UCE pass rate between 2020 and 2022 was therefore 58-52= 6% NB: The information was obtained from the DEOs office.</p> | 3 |

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 performance of LLGs in the Education sector increased by 3% from 84% in the year 2022 to 87% in the year 2023.

| Year | 2022 | 2023 |
|----------------|------------|------------|
| NGOGWE | 80 | 70 |
| NAJJA | 80 | 70 |
| BUIKWE TC | 50 | 70 |
| NKOKONJERU | 80 | 50 |
| Buikwe SC | 100 | 80 |
| KIYINDI | 40 | 100 |
| Total | 590 | 610 |
| Average | 84 | 87 |

1

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

The Budget performance report for 4th Quarter dated 7/11/2022, page 20 showed that the Sector Development Grant was used on the following eligible expenditure:

1-Construction of 2 classroom block at Wulajje PS. Valued at Ugx 84,763,236.

2-Construction of 2 classroom at Lwero C3mmunity PS. Valued at Ugx 84,901,867.

3-Construction of 2 classroom block at Lweru UMEA PS. Valued at Ugx 88,700,383.

4-Construction of Administration Block at Kobba PS. Valued at Ugx 91,742,000

2

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| 3 | <p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p> | <p>b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0</p> | <p>There was evidence that the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the year 2022/23 before the LG made payments to the contractors:-</p> <ol style="list-style-type: none"> 1. A Contract for the construction of a 2 classroom block by Studio Ltd at Lweru PS at Ugx 44,149,352 was certified by the DEO, Environment Officer and CDO on 19/12/2022 before payment on 29/12/2022; 2. A Contract for the construction of a 2 classroom block by Masubo Ltd at Mulaje PS at Ugx84,763,236 was certified by the DEO, Environment Officer and CDO on 16/12/2022 before payment on 19/12/2022; and 3. A Contract for the construction of a 2 classroom block by Tower ltd at Koba PS at Ugx16,230,509 was certified by the DEO, Environment Officer and CDO on 25/5/2023 before payment on 15/6/2023. | 2 |
| 3 | <p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p> | <p>c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0</p> | <p>There was evidence that the variations in priced projects for the previous FY were within +/-20% of the Engineers estimate. The sampled projects were:</p> <p>Education</p> <ol style="list-style-type: none"> 1. Construction of a two classroom block at Mulajje C/U P/S in Nkokonjeru T/C. under procurement reference number: Buik/816//works/2022-23/00010, (SFG funded). <p>Engineer's estimate : UGX. 84,671,956</p> <p>Contract Sum : Ugx. 84,763,236</p> <p>Percentage variation : -0.11%</p> <ol style="list-style-type: none"> 2. Construction of an administration block at Kooba P/S. Under procurement reference number: Buik/816/works/2022-23/00002, (SFG funded) <p>Engineer's estimate : UGX. 92,040,000</p> <p>Contract Sum : Ugx. 91,742,000</p> <p>Percentage variation : 0.32%</p> <ol style="list-style-type: none"> 3. Construction of a two unit staff house at Lubanyi P/S in Buikwe T/C. Under procurement reference number: Buik/816/works/2022-23/00001 (SFG funded). <p>Engineer's estimate : UGX. 108,076,800</p> <p>Contract Sum : Ugx. 105,332,000</p> <p>Percentage variation : 2.5%</p> | 2 |

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| 3 | <p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p> | <p>d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 | <p>Not applicable since the LG did not have a seed secondary school.</p> | 2 |
| 4 | <p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p> | <p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> • If 100%: score 3 • If 80 - 99%: score 2 • If 70 – 79% score: 1 • Below 70% score 0 | <p>There was evidence that Buikwe LG had primary teacher ceiling of 615 and filled 573 representing 93.2%.</p> | 2 |
| 4 | <p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p> | <p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> • If above 70% and above score: 3 • If between 60 - 69%, score: 2 • If between 50 - 59%, score: 1 • Below 50 score: 0 | <p>From the list of registered UPE and USE schools and the consolidated Schools Asset Register (Format 1: Education Facility Register at LG Level), for both UPE and USE Schools from the previous two FYs i.e. 2021/2022 and 2022/23 updated 26/6/2023, there were 73 UPE schools with total enrolment of 29,753 pupils, total number of classrooms - 1,058. Classroom - pupil ratio, 1:28; total number of latrine stances - 1041. Latrine - pupil ratio - 1: 29; total number of desks - 15,718. Desk - pupil ratio - 1:2.</p> <p>For USE, total enrolment of the 6 schools was 4,970. Total number of classrooms - 110. Classroom - student ratio - 1:45, total number of latrine stances - 52 .Latrine - student ratio - 1:94, total number of desks - 1836. Desk - student ratio - 1:3. NB: 100% of the UPE schools and 89% of the USE schools met the minimum standards giving the district average performance at 95%.</p> | 3 |

Performance Reporting and Performance Improvement

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|---|---|---|--|---|
| 5 | <p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p> | <p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 | <p>The LG accurately reported on teachers and where they were deployed. From the sampled schools the deployment list was verified on 6/11/2023 and found to be accurate as detailed below:</p> <ol style="list-style-type: none"> 1. Kidokolo UMEA P/S- (7 Teachers) - Rural <ul style="list-style-type: none"> Nawaguma Aziza - head teacher, Kafuko Mary, Namusoke Harriet, Ochwo David, Nabwato Shamim, Namawajje Aisha and Ssekitoleko Moses. 2. Kikakanya P/S (7 Teachers) – Semi- urban <ul style="list-style-type: none"> Nawamiki Erusa Mugwe – head teacher, Anyokorit Florence, Nakisita Ruth, Kiwanuka Bosco, Nakkazi Judith, Manana David. M and Bakibinga Richard. 3. Nkokonjeru Boys P/S - (10 Teachers) - Urban. <ul style="list-style-type: none"> Kirumira Vincent - head teacher, Kakule Patrick, Ddungu Gaston Dithan, Nannyonjo Specioza, Nsubuga Betty, Hasakya Edward, Nakabuubi Lilian, Nakato Frances, Muganzi Rose and Bafilawala Abel | 2 |
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| 5 | <p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p> | <p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> • If the accuracy of information is 100% score 2 • Else score: 0 | <p>The LG had a Consolidated Schools Asset Register that was accurately reporting on the infrastructure in all registered primary schools. The asset register was signed on 22/6/2023 by DEO. From the Sampled Schools the findings on 6/11/2023 during verification, were as indicated below:</p> <ol style="list-style-type: none"> 1. Kidokolo UMEA primary school 9 classrooms, 10 latrine stances, 160 three seater desks, 1 staff accommodation as per the asset register of the school was accurate with the LG consolidated asset register.. 2. Kikakanya c/u primary school 14 classrooms, 16 latrine stances, 177 three seater desks, 8 staff accommodation as per the school asset register was accurate to the LG consolidated asset register. 3. St. Nkokonjero Boys primary school. 9 classrooms, 8 latrine stances, 116 three seater desks, 10 staff accommodation as per the school asset register was accurate to the LG consolidated asset register. | 2 |
|---|---|--|---|---|

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

The LG did not comply with the MOES Guidelines since only 39 out of 73 registered primary schools submitted copies of Annual school reports (Signed by the head teacher and chair of the SMC) and budgets from the previous FY to the District Education Officer and above all , late. The Sampled Schools submitted the reports on the following dates:

1. Kidokolo UMEA Primary School submitted on 30/3/2023. Budget worth ugx. 90,465,000 approved and signed by head teacher and SMC on 15/1/2022 under min.6/22. Stanbic account No. 9030001412557 was reflected. There was no cash flow statement The highlights of school performance of 2020. DIV 1:3 .DIV. 2: 20 DIV. 3: 6 DIV. 4: 2,DIV.:U:0, X:1 TOT. 32

2. Kikakanya c/u Primary School submitted on 30/3/2023. Budget worth ugx 32,550,000 approved and signed by head teacher and SMC on 24/2/2023. There was no cash flow statement .The highlights of school performance of 2020.DIV1.03 DIV. 2: 33 DIV. 3:05 DIV. 4:03 DIV. U:0 : DII X:0 T:43

3.St.Paul Nkokonjero Boys primary school submitted on 4/3/2023. Budget worth ugx. 65,394,000 was approved by SMC on23/3/2023. There was no cash flow statement. The highlights of school performance of 2020. DIV 1.4 DIV. 2:18 DIV. 3: 6 DIV. 4:3 DIV. U:00 TOT, 31:

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

There was evidence that the LG supported schools to develop SIPs . The departmental meetings held on 21/12/2022 min/5/Educ/2022 confirmed this. All 73 schools were supported to develop SIPs . In the sampled schools SIPs were found in place as evident below:

1. Kidokolo UMEA ps: SIP for 2021 to 2026 was approved, signed by SMC on17/2/2020 and submitted to DEO on 30/3/2021.It covered recommendation of inspection report that they should improve on learners hygiene, update of time table

2. St. Paul Nkokonjero Boys ps: SIP in place for 2019 - 2023 approved by SMC on 8/7/2018 and was approved by DEO on 15/1/2019.

3. Kikakanya c/u P/S :SIP in place for 2023 - 2026 approved by SMC on 30/3/2023. took care of inspection recommendation to; follow up on teachers schemes of work, teachers to follow the time table when going to teach.

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| 6 | <p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p> | <p>c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:</p> <ul style="list-style-type: none"> • If 100% score: 4: • Between 90 – 99% score 2 • Below 90% score 0 | <p>From the list of schools from Buikwe district local local government performance contract from PBS and cross checked with EMIS data submitted on 28/8/2023, the schools were verified from the School list to be 73 Primary schools(12 in Buikwe sub county, 9 in Buikwe Town council,11in Najja sub county ,4 in Kiyindi Town council,18 in Ngogwe sub county , 5 in Nkokonjero Town council and 14 in Ssi sub county).</p> <p>The total Primary school enrollment was 29,753. The DLG has 6 Secondary Schools from the submitted list with a total enrollment of 4,970 Students. This was 100% Submission</p> | 4 |
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Human Resource Management and Development

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| 7 | <p>Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 8 points on this performance measure</p> | <p>a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:</p> <p>Score 4 or else, score: 0</p> | <p>Buikwe DLG Budgeted for a Head Teacher and a minimum of 7 Teachers per school as per the staffing norms. There were 73 Head teachers for the 73 Schools .</p> <p>There was a total of 573 teachers and they were all budgeted for during FY2023/24 at UGX. 4,311,808,000 as per the approved capital development and recurrent budget estimate on Page 31, code: 211101 dated 25/5/2023 under min/COU/121/25/05/2023.</p> | 4 |
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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

The LG did not deploy teachers according to MoES sector guidelines/staffing norms; which prescribe that a P7 school should have a minimum of seven teachers and a head teacher . Some schools had 7 teachers including the head teacher and this contravened MoES guidelines on deployment

The Sampled Schools deployment was as follows:

1. Kidokolo UMEA P/S- (7 Teachers) - Rural

Nawaguma Aziza - head teacher, Kafuko Mary, Namusoke Harriet, Ochwo David, Nabwato Shamim, Namawajje Aisha and Ssekitoleko Moses.

2. Kikakanya P/S (7 Teachers) – Semi- urban

Nawamiki Erusa Mugwe - head teacher, Anyokorit Florence, Nakisita Ruth, Kiwanuka Bosco, Nakkazi Judith, Manana David. M and Bakibinga Richard.

3. Nkokonjeru Boys P/S – (10 Teachers) – Urban.

Kirumira Vincent - head teacher, Kakule Patrick, Ddungu Gaston Dithan, Nannyonjo Specioza, Nsubuga Betty, Hasakya Edward, Nakabuubi Lilian, Nakato Frances, Muganzi Rose and Bafilawala Abel

0

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

At the DLG notice board there was no evidence that teachers deployment list was displayed. Even in the sampled schools staff list were not displayed on the public notice boards but in the head teachers offices.

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| 8 | <p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p> | <p>a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO</p> <p>Score: 2 or else, score: 0</p> | <p>There was evidence at the time of assessment that 10 out of 73 Primary School head teachers sampled were appraised as reviewed in their personal files. The 10 sampled head teachers were appraised by the SAS/TCs and submission were made to the HRM with Copy to DEO. HRM compiled a list dated 13/3/ 2023.of the appraised head teachers. The appraisal details of the 10 sampled head teachers were as follows:</p> <ul style="list-style-type: none"> • Four (4) Head teachers of Namusanga, Nambeta, Lubumba COU and Kikaja Primary Schools were appraised on 25/12/2022; • Three (3) Head Teachers of Zitwe, St Peter’s Senyi and Sangazira primary Schools were appraised on 20/12/2022; • Head Teachers St Jude Zinga was appraised on 29/11/2022; • Head Teacher Kidokolo UMEA primary School was appraised on 8/12/2022; • Head Teacher -Najja R/C Primary School was appraised on 18/12/2022; | 2 |
|---|--|--|--|---|

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| 8 | <p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p> | <p>b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM</p> <p>Score: 2 or else, score: 0</p> | <p>The head teachers of the Seven (6) Secondary schools of Najja Sacred Heart, Ngogwe Baskerville, Victoria, Ssugu Seed, St Peter’s Nkokonjeru, St Cornelius Kalagala, and Lwelu were appraised by the Deputy CAO as follows:</p> <ul style="list-style-type: none"> • St Peter’s Nkokonjeru S.S was appraised on 10/1/2023 beyond the prescribed deadline of appraisal of 31/12/2022, <p>While the other six head teachers of St Cornelius Kalagala S.S, Najja Sacred Heart S.S, Ngogwe Baskerville S.S, Victoria S.S, Ssugu Seed S.S, and Lwelu S.S were appraised within prescribed deadline of 31/12/2022,</p> | 0 |
|---|--|---|---|---|

| | | | | |
|---|--|---|---|---|
| 8 | <p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p> | <p>c) If all staff in the LG Education department have been appraised against their performance plans</p> <p>score: 2. Else, score: 0</p> | <p>There was evidence that the Education department appraised all the six (6) staff against their performance plans as reflected in DEOS appraisal report dated 30/6/2023 submitted to CAO office. The six (6) staff were two Inspector of Schools (Oundo David Mutiri, Nakazibwe Resty), Education Officer (Achieng Stella), Office Attendant (Lutalo Faadi), Sports Officer (Sebicu Tibyasa), and Stenographer (Nakayiza Zaina) were appraised by the DEO (Musazi Kizito Julius) on 30/6/2023</p> | 2 |
|---|--|---|---|---|

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| 8 | <p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p> | <p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level,</p> <p>score: 2 Else, score: 0</p> | <p>, The LG prepared a capacity Building plan for 2022/23. Its dated 29/11/2022, prepared by District Education Officer. The activities in the plan included the following:</p> <ol style="list-style-type: none"> 1: Generic training on cross cutting issues. 2: Training on ICT for head teachers 3: Induction of SMC on their roles and responsibilities. 4. Induction of new staff. | 2 |
|---|--|--|--|---|

Management, Monitoring and Supervision of Services.

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|---|---|---|--|---|
| 9 | <p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p> | <p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p> | <p>The list of schools from PBS VS School list submitted to MOES was the same at 73 UPE schools, their enrolment was 29,753 pupils and budget allocation of UGX 4,311,808,000 was submitted to MoES on 28/11 2022.</p> <p>There was no correction to be made hence no need for the letter from CAO correcting the list.</p> <p>The LG was compliant.</p> | 2 |
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Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.

Maximum 8 points on this performance measure

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 Education Sector April 2022 Guidelines FY2022/23, Pages 20-21, stipulates that: "Education Management Service and Monitoring" (Output 078401): Must include DEOs/MEOs expenses for monitoring All schools and institutions in the LG at least once per year, as well as activities to mobilize and attract children to school and improve learning outcomes (e.g. By supplementing procurement of MoES recommended scholastic materials to undeserved schools from a prequalified list of suppliers). At a minimum this function must be allocated a fixed rate of UGX. 4,500,000 per LG, plus UGX.110, 000 per School."

"School Inspection" (Output 078402): Must cover all expenses for inspection of all schools and Institutions in the LG at least once per Term: At minimum, inspection must be allocated a fixed rate of UGX. 4,000,000 per LG, plus UGX.117, 600 (3 Inspections at Ugx. 39,200) per School for 3 Terms."

No. of schools: UPE - 73; USE - 6, Tertiary - 1
Total - 53; Private: Primary 230 : Secondary-0 : Total 230 : Budget for inspection and monitoring therefore should have been;

Inspection:

Fixed amount - 4,000,000

Per UPE/USE school - 117,600 x 80 government schools= 9,408,000;

Per private school - 61,600 x 198 private school =. 12,196,800

Total budget for inspection should therefore be - 25,604,800

DEOs monitoring

Fixed amount:- 4,500,000

Per school both government and private schools is 110,000 x 298 schools = 32,780,000 4,500,000 (fixed amount)=37,280,000

Total budget allocation for both monitoring and inspection should have been - 62,884,800

. Therefore, as per the approved budget dated 25/5/2023, minute, MIN/COU/121/05/2023 a total of 60,942,992 allocated for monitoring and inspection was inadequate.

The LG was not compliant.

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| 9 | <p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> | <p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p> | <p>The LG did not submit all warrants for school's capitation within 5 days for the last 3 quarters as below:</p> <p>Quarter 2 warrant was on 13/10/2022, release date was 30/9/2022; 13 days</p> <p>Quarter 3 warrant was on 8/1/2023, release date was 29/12/2022; 9 days and</p> <p>Quarter 4 warrant was on 12/4/2023, release date was 6/4/2023;6 days.</p> | 0 |
| <p>Maximum 8 points on this performance measure</p> | | | | |
| 9 | <p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> | <p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> | <p>There was no evidence that the LG invoiced all capitation releases to schools within 3 working days:</p> <p>Quarter 2 invoicing was on 16/10/2022 and release date was 30/9/2022, 16 days;</p> <p>Quarter 3 invoicing was on 11/1/2023 and release date was 29/12/2022, 12 days; and</p> <p>Quarter 4 invoicing was on 15/4/2023 and release date was 6/4/2023, 9 days.</p> | 0 |
| <p>Maximum 8 points on this performance measure</p> | | | | |
| 10 | <p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p> | <p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <p>• If 100% compliance, score: 2, else score: 0</p> | <p>The LG prepared an Inspection Plan for FY2022/2023 dated 7/2/2023. It was prepared by the Inspector of Schools- Nakazibwe Resty and submitted to DES on 13/3/2023, with the following activities and schedule. The main objectives were:</p> <ol style="list-style-type: none"> 1. Tracking teachers and Pupils' attendance and enrollment 2. Ascertaining the status of licensing and registration of private schools. The planning meeting was held on 25/7/2022. 3. Monitoring teaching and learning. | 2 |

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| 10 | <p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p> | <p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> • If 100% score: 2 • Between 80 - 99% score 1 • Below 80%: score 0 | <p>The percentage of UPE schools inspected was as below:</p> <p>Term II 2022, 33 and 30 schools were inspected and monitored out of 73 UPE schools respectively - That was 86%.</p> <p>Term III 2022, 48 schools were inspected. That was 66%</p> <p>Term I 2023, 43 and 30 schools were inspected and monitored respectively. That was 100%.</p> <p>The percentage of UPE schools inspected was therefore; $86+66+100 = 252/3 = 84\%$.</p> <p>The information was obtained from inspection reports of 31/7/2022, 30/10/2022 and 30/3/2023.</p> | 1 |
| 10 | <p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p> | <p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p> | <p>The inspection reports were discussed in the departmental meetings of, 21/12/2022, MIN 5/Educ/21/12/2022. Resolutions of the meeting among others were;</p> <ol style="list-style-type: none"> 1. Un licensed schools should be closed. Bright Future and Kikakanya progressive school were closed. 2. Schools to be re oriented on the new curriculum. <p>From the Sampled Schools, these were the findings which were discussed and used to recommend for corrective action.</p> <p>Kidokolo UMEA PS Inspected on 21/11/2022 and 24/2/2023. The issue recommended was: Improvement on learners hygiene.</p> <p>Kikakanya PS. Inspected on 30/6/2023 and 30/10/2023. Recommended action was follow up on teachers preparation.</p> <p>St. Paul Nkokonjero Boys PS. Two inspections were carried out on 8/11/2022 and 28/9/2023. The issues raised in both inspections were: Sanitation and Hygiene, the compound was bushy and recommendation was made for it to be slashed which was done. Planting of Trees and Flowers for beautification was also done. To make the Compound Educative and Learning, this was done.</p> <p>Copies of the Inspection Reports were left behind in all the sampled schools as stated above.</p> | 2 |

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| 10 | <p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p> | <p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0</p> | <p>The Inspection Reports were also submitted to the Directorate of Education Standards (DES) in the MoES on the following dates: For term III, 2022 - 30/3/2023 and for term I, 2023 - 31/7/2023</p> | 2 |
| 10 | <p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p> | <p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p> | <p>There was evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings:</p> <ol style="list-style-type: none"> 1. Minutes of the sector committee meeting dated 27/1/2023 ; and 2. Minutes of the sector committee meeting dated 30/3/2023. <p>These minutes were discussed in LG Coucill on 9/2/2023, MIN/ COU/09/02/2023 and on 30/3/2023, MIN/COU/08/03/2023.</p> | 2 |
| 11 | <p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p> | <p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, score: 2 or else score: 0</p> | <p>The LG Education Department conducted activities to mobilize attract and retain children at school as evidenced in; Parents/ community meetings attended by Inspector of schools in Kituntu orphanage p/s where he mobilized parents to take their children to school. This took place on 24/3/2023 under minute, KOP/Min/24/03/2023 and at Ssanganzira ps on 17/3/2023 Min/8/17/03/2023.</p> | 2 |

Investment Management

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| 12 | <p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p> | <p>The LG had a Consolidated Schools Asset Register that was accurately reporting on the infrastructure in all registered primary schools. The asset register was up dated on 22/6/2023 by DEO. It indicate the facilities in all the schools in the district as below:</p> <ul style="list-style-type: none"> -Total number of classrooms - 1,058, - Latrine stances - 1041 -Desks -15,860 - Staff houses - 144 <p>From the sampled schools verified on 6/11/2023, the details of their asset registers were as below which were accurately reflected in the LG consolidated asset register,</p> <ol style="list-style-type: none"> 1. Kidokolo UMEA primary school 9 classrooms, 10 latrine stances, 160 three seater desks, 1 staff accommodation as per the asset register of the school was accurate with the LG consolidated asset register.. 2. Kikakanya c/u primary school 14 classrooms, 16 latrine stances, 177 three seater desks, 8 staff accommodation as per the school asset register was accurate to the LG consolidated asset register. 3. St. Nkokonjero Boys primary school. 9 classrooms, 8 latrine stances, 116 three seater desks, 10 staff accommodation as per the school asset register was accurate to the LG consolidated asset register. |
| 12 | <p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i></p> | <p>The LG conducted desk appraisals, the investment derived from the LG Development Plan 2020/21-2024/25(Page 81-107) and were eligible for funding under sector guidelines as indicated in the minutes dated 20/9/2021, pages 6-7, for the projects implemented in the year 2022/23. The projects appraised included:</p> <ol style="list-style-type: none"> 1. Construction of 2 in 1classroom block with lightening arrestors at Lweru UMEA in Buikwe SC, constructed at <u>gx</u>84,671,956; 2. Construction of a staff house 2-unit at Kiwungi ps in SSI SC at <u>Ugx</u>108,076,800; and 3. Construction of 2 in 1classrrom block with lightening arrestors and ramp at Lweru Comm. P/S in Buikwe TC at <u>Ugx</u> 84,671,956. |

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| 12 | <p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>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</p> | <p>The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports dated 15/11/2021, pages 3-4, for the projects implemented in the year 2022/23. The projects appraised included:</p> <ol style="list-style-type: none"> 1. Construction of 2 in 1 classroom block with lightening arrestors at Lweru UMEA in Buikwe SC, constructed at Ugx84,671,956; 2. Construction of a staff house 2-unit at Kiwungi ps in SSI SC at Ugx108,076,800; and 3. Construction of 2 in 1 classroom block with lightening arrestors and ramp at Lweru Comm. P/S in Buikwe TC at Ugx 84,671,956. | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>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</p> | <p>Not applicable since there was no seed secondary school was enlisted in the previous FY plan dated 21st/3/2023 submitted by DEO- Mr. Musazi Kizito Julius.</p> | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, score: 1, else score: 0</p> | <p>There was evidence that education infrastructure contracts were approved by the contracts committee. The CC meeting Minute 13/DCC/21-22 held on 2nd/9/2022 that was chaired by Dr. Bbosa Richard, Mr. Zalwango Rosemary and recorded by Mr. Rogers Babaranda. The following projects were approved.</p> <ol style="list-style-type: none"> 1. Construction of a two classroom block at Mulajje C/U P/S in Nkokonjeru T/C. under procurement reference number: Buik/816//works/2022-23/00010, (SFG funded). 2. Construction of an administration block at Kooba P/S. Under procurement reference number: Buik/816/works/2022-23/00002, (SFG funded) 3. Construction of a two unit staff house at Lubanyi P/S in Buikwe T/C. Under procurement reference number: Buik/816/works/2022-23/00001 (SFG funded). | 1 |

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| 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 has properly established the Project Implementation team as specified in the sector guidelines. Eng. Seguya Fredrick - DE, Mr. Musazi Julius - DEO Mr. Kiganda Sewanyo Sam -CDO, Ms. Nakiri Jazira .K - SEO, Mr. Kawuma ronald TC Nkokonjeru These were appointed and established on 21st/3/2023 by CAO, Mr. Dunstan Balaba. | 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> | Not applicable since the LG did not have a seed school in the last FY. | 1 |
| 13 | Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i> | e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i> | Not applicable since the LG did not have a seed school. | 1 |
| 13 | Procurement, contract management/execution <i>Maximum 9 points on this performance measure</i> | f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc .., has been conducted <i>score: 1, else score: 0</i> | The indicator is not applicable since the local government had no seed secondary school. | 1 |

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| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i></p> | <p>There was evidence that Education infrastructure projects were properly executed and payments to contractors made within specified timeframes within the contract as below: Reviewed contracts below had 30 days payment terms after payment submission date.</p> <ol style="list-style-type: none"> 1. A Contract for the construction of a 2 classroom block by Studio Ltd at Lweru PS at Ugx 44,149,352, payment request submitted on 24/11/2022 was certified by the DEO, Environment Officer and CDO on 19/12/2022 before payment on 29/12/2022 (30days); 2. A Contract for the construction of a 2 classroom block by Masubo Ltd at Mulaje PS at Ugx84,763,236, payment request submitted on 13/12/2022 was certified by the DEO, Environment Officer and CDO on 16/12/2022 before payment on 19/12/2022 (6 days); and 3. A Contract for the construction of a 2 classroom block by Tower Ltd at Koba PS at Ugx16,230,509, payment request submitted on 23/5/2023 was certified by the DEO, Environment Officer and CDO on 25/5/2023 before payment on 15/6/2023 (22 days). | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, <i>score: 1, else, score: 0</i></p> | <p>There was evidence that sector plans were submitted to PDU timeliness as listed below,</p> <ol style="list-style-type: none"> 1. Construction of 2 classroom block with a lightening arrestors with a a ramp at Mulajje (sdg funded) 2. construction of a 2 in 1 classroom block with lightening at Lweru Umea P/S (SFG funded) 3. Construction of a staff house 2-units at Kiwungi P/S in Ssi (SDG funded) 4. consruction of 26-%stance VIP latrine in selcted project P/S (SDG) <p>This was submitted by DEO Mr. Musazi Julisus on16/3/2022 and incorporated by Ms. Namayanja Suzan SPO.</p> | 1 |
| 13 | <p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p> | <p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law <i>score 1 or else score 0</i></p> | <p>Not applicable since the LG did not have a seed school implemented in the last FY.</p> | 1 |

Environment and Social Safeguards

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| 14 | <p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p> | <p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p> | <p>There was Evidence that Buikwe DLG Education grievances had been recorded, investigated, and responded to in line with the LG grievance redress framework as records of education sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log. For instance:</p> | 3 |
| | | | <ol style="list-style-type: none"> 1. On 14th February 2023, the Head Teachers of Mulajje P/S, Nkokonjeru Demonstration P/S and Makota C/U P/S filed a complaint to the District Education Officer regarding delayed construction works at the schools, action was taken and the contractors were paid and works continued. 2. On 20th February 2023, the Head Teacher of Nkokonjeru Demonstration P/S filed a complaint regarding non-payment of casual workers and suppliers of materials for construction works at Nkokonjeru Demonstration P/S; action was taken and the contractor was paid who also paid all the debts. | |
| 15 | <p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p> | <p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p> | <p>The LG education department in collaboration with other departments disseminated education guidelines as required by MoES. DCDO in his report of 4/7/2022 sensitized head teachers on social and health safe guards when projects were taken to their schools.</p> <p>The education department also trained head teachers on inventory management as is a policy of MoES. They were also trained on planning and budgeting. This training was conducted on 4th -- 6th July 2023 as indicated in the report of the training.</p> | 3 |
| 16 | <p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p> | <p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, score: 2, else score: 0</p> | <p>There was Evidence that Buikwe DLG had Costed ESMPs incorporated in BoQs and contractual documents to comply with safeguards requirements within the Education Sector Guidelines as illustrated in the BoQs for the following education sector infrastructure projects: BoQs for Construction works at Lweru Community P/S had environmental protection item incorporated in the BoQs. Also, BoQs for Construction works at Nkokonjeru Demonstration P/S also had environmental protection item incorporated in the BoQs</p> | 2 |

Safeguards in the delivery of investments

Maximum 6 points on this performance measure

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

There was evidence that Buikwe DLG had proof of land ownership, access and availability to conduct planned school construction projects. Buikwe DLG provided Proof of Land Ownership, Certificates of Customary Ownership, Land Agreements, MoUs or Letters of Consent from Landowners for any planned education sector infrastructure projects as demonstrated by the following education sector projects:

1. Land access consent letter authorizing the Buikwe District Education Officer to go with Construction of the Administrative Block at Kkoba Roman Catholic P/S in Kkoba village, Buikwe S/C., Buikwe District without any interruption. The land belongs to Malongwe Catholic Parish in Lugazi Diocese. The Letter was signed by Rev. Fr. John Lule, Parish Priest of Malongwe Parish dated 22nd September 2021
2. Confirmation of Land Ownership for St. Paul Boys Nkokonjeru P/S where Construction works were implemented. The land belongs to Our Lady Queen of Apostles, Nkokonjeru Catholic Parish in Lugazi Diocese. The Land Consent letter was signed by Rev. Fr. John Chrysostom Maviiri, Parish Priest of Nkokonjeru Catholic Parish dated 24th October 2023.
3. Land Ownership Document of Land for St. Alphonsus Demonstration P/S Nkokonjeru where Construction works were implemented. The land belongs to Our Lady Queen of Apostles, Nkokonjeru Catholic Parish in Lugazi Diocese. The Land Consent letter was signed by Rev. Fr. John Chrysostom Maviiri, Parish Priest of Nkokonjeru Catholic Parish dated 17th October 2023.

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| 16 | <p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p> | <p>c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i></p> | <p>There was Evidence that Buikwe DLG Environmental Officer and CDO conducted support supervision and monitoring for education sector construction projects to ascertain compliance with ESMPs and provided monthly reports as exemplified by the following:</p> <ul style="list-style-type: none"> - Buikwe DLG Department of Natural Resources and Environment presented a report on 'Environmental Monitoring Report for Education Projects under SFG Program for Financial year 2022/2023'. The monitoring report was dated 27th February 2023 and covered the following school construction projects: Construction of 2 in1 Classroom Block at Lweru UMEA P/S, Construction works at Lweru Community P/S and Construction works at St. Alphonsus P/S, Construction works at St. Paul Lubanyi P/S, Construction works at Kkoba R/C P/S, Construction works at Nkokonjeru Demonstration P/S. The Environmental Monitoring Report, signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah | 2 |
| 16 | <p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p> | <p>d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments</p> <p><i>Score: 1, else score:0</i></p> | <p>There was Evidence that Environmental and Social Compliance Certification Forms (ESCCFs) were completed and signed by Environmental Officer and Community Development Officer (CDO) prior to payments of contractors' invoices at interim and final stages of projects as exemplified by the following projects:</p> <ul style="list-style-type: none"> - Buikwe DLG Department of Natural Resources and Environment presented 'Environmental and Social Certification of Local Governments Projects'. Individual/separate certification forms were prepared for the following completed school construction projects: Construction of 2 in1 Classroom Block at Lweru UMEA P/S, Construction works at Lweru Community P/S, Construction works at Mullajje P/S and Construction works at Kkoba R/C P/S. The certification forms were signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah | 1 |

**Health
Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|---|--|--|--------------|
| Local Government Service Delivery Results | | | | |
| 1 | <p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p> | <p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries.</p> <ul style="list-style-type: none"> • By 20% or more, score 2 • Less than 20%, score 0 | <p>The LG registered increased utilization of health care services of 33.6% (from 268 deliveries in FY 2021/2022 to 358 in FY 2022/2023): Changes at each of the 3 sampled health facilities are as follows:</p> <ol style="list-style-type: none"> 1. Deliveries at HIA HCIII increased from 200 to 249 as shown in Health Unit Annual Reports (HMIS 107) for FY 2021/2022 and FY 2022/2023 respectively; 2. Deliveries at Kisimba HCII increased from 12 to 38 as shown in Health Unit Annual Reports (HMIS 107) for FY 2021/2022 and FY 2022/2023 respectively; and 3. Deliveries at Kavule HCII increased from 56 to 71 as shown in Health Unit Annual Reports (HMIS 107) for FY 2021/2022 and FY 2022/2023 respectively. | 2 |
| 2 | <p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p> | <p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> • 70% and above, score 2 • 50% - 69%, score 1 • Below 50%, score 0 | <p>The average LLGs performance was 100%. All the 7 LLGS below got 100% in health sector.</p> <p>SSI NAJJA BUIKWE SC NGOGWE BUIKWE TC NKOKONJERU TC KIYINDI TC</p> | 2 |
| 2 | <p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p> | <p>b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:</p> <ul style="list-style-type: none"> • 75% and above; score 2 • 65 - 74%; score 1 • Below 65; score 0 | <p>This indicator is not applicable</p> | 0 |

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| 3 | Investment performance: The LG has managed health projects as per guidelines. | a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0. | <p>There was evidence that the LG budgeted and spent all the health development grant Ugx 1,073,232,819 for the year 2022/23 on eligible activities as per the health grant and budget guidelines, page 28 of the LG budget. The projects were:</p> <ol style="list-style-type: none"> 1 Construction of an OPD at Buikwe HC III at Ugx148,126,495; 3 Construction of ward for Upgrade of Nkokonjeru HC II at Ugx 712,500,000; 4 Construction of staff house for upgrade of Nkokonjeru at Ugx161,500,000; and 5 Supervision Ugx51,106,324. | 2 |
| 3 | Investment performance: The LG has managed health projects as per guidelines. | b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0 | <p>There was evidence that the LG Engineer, Environment Officer and CDO certified work on health projects before the LG made payments to the contractors:</p> <ol style="list-style-type: none"> 1. A Contract for the construction of OPD Bukwe HCIII by Jalum Ltd at Ugx 65,489,519 was certified by the DHO,LG Engineer, Environment Officer and CDO on 17/3/2023 before payment on 5/4/2023; 2. A Contract for the upgrade of Nkokonjeru HC II to III by Prime contractors ltd at Ugx 264,231,612 was certified by the DHO,LG Engineer, Environment Officer and CDO on 2/5/2023 before payment on 15/6/2023; and 3. A Contract for the construction of staff house at Kasubi HC III at Ugx 26.150,319 was certified by the DHO,LG Engineer, Environment Officer and CDO on 2/5/2023 before payment on 15/6/2023. | 2 |
| Maximum 8 points on this performance measure | Maximum 8 points on this performance measure | | | |

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| 3 | <p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p> | <p>c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0</p> | <p>There was evidence that the variations in the contract price of sampled health infrastructure investments were within +/-20% of the MoWT Engineers estimates for the previous FY.</p> <p>1. Upgrade of Nkokonjeru Health Centre II to III, under procurement number: MoH-UGIFT/works/22-23/00001-14 (UGIFT funded).</p> <p>Engineer's estimate : UGX. 873,500,000</p> <p>Contract Sum : Ugx. 880,772,041</p> <p>Percentage variation : -0.83%</p> <p>2. Construction of a staff house at Kasubi Phase I, under procurement number: Buik/816/works/22-23/00016, (DDEG funded)</p> <p>Engineer's estimate : UGX. 30,000,000</p> <p>Contract Sum : Ugx. 28,695,460</p> <p>Percentage variation : 4.35%</p> | 2 |
| 3 | <p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p> | <p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> • If 100 % Score 2 • Between 80 and 99% score 1 • less than 80 %: Score 0 | <p>There was evidence that the health sector investment projects implemented in the previous FY were not yet completed at the time of the assessment. The contract was awarded dated 1st/3/2023 and its planned completion date is 28th/2.2024. At the time of assessment the project was at the level of finishes which translates in a percentage of about 90% completion stage.</p> | 1 |
| 4 | <p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p> | <p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> • If above 90% score 2 • If 75% - 90%: score 1 • Below 75 %: score 0 | <p>There was evidence that the staff ceiling for the 5 HCIIIs (Buikwe, Ssi, Makindo, Kasubi and Ngogwe) was 95 and posts filled were 71 representing 75%. There was no HC IV in Buikwe LG at the time of assessment.</p> | 1 |

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| 4 | <p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p> | <p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> • If 100 % score 2 or else score 0 | <p>There was evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs. Sampled project was the upgrade of Nkokonjeru HC II to III. Filed checks revealed that the foundation was 1m deep, with 7x9.1m waiting circulation area with three cast in-situ seats measuring 2.4x 0.45m, with two windows of 2x1.5m Pompey windows, wall thickness of 250mm, corridor measuring 1.74x10.73m, Pediatric ward measuring 4.96x6.9m with 4no. windows of 1.5x1.2m, a 4in one VIP pit latrine, with partitions measuring 0.9x1.5m and two urinals on the opposite side measuring 1.2x3.6m and measuring 7.9x6.2m externally. The walls were painted smooth with no defects seen at the time of the assessment. Roof was done with G26 pre-painted iron sheets, the apron was free of defects. However the construction was still under construction at the time of the assessment.</p> | 2 |
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Performance Reporting and Performance Improvement

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| 5 | <p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p> | <p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p> | <p>The health workers were in the health facilities where they were deployed. The information on positions of health workers filled was accurate. There were no discrepancies between positions on staff deployment lists from the DHO and those in the staff registers at all the 3 sampled health facilities as reflected below:</p> <ol style="list-style-type: none"> 1. At Ssi HCIII, all the 12 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO; 2. At Ngogwe HCIII, all the 13 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO; and 3. At Buikwe HCIII, all the 14 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO. <p>The health workers' names and positions are as follows:</p> <p>Ssi HCIII</p> <ol style="list-style-type: none"> 1. Karungi Ritah, Clinical Officer 2. Nakimuli Solome, Enrolled Midwife 3. Nalwoga Dorothy, Enrolled Midwife 4. Magala Andrew, Enrolled Nurse 5. Namuganza Eseza, Enrolled Nurse 6. Baligasima Jamadah, Enrolled Nurse 7. Sanyu Diana, Health Assistant 8. Owor Tom, Laboratory Assistant 9. Mukiibi Rajab, Laboratory Technician | 2 |
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10.Lufafa Isaac, Senior Clinical Officer

11.Oyese Joventine, Askari

12.Nakamya Florence, Health Information Assistant

Ngogwe HCIII

1.Onyapidi Eliazari, Askari

2.Namulondo Harriet, Assistant Nursing Officer

3.Joha Rashid, Clinical Officer

4.Namukasa Jane, Enrolled Midwife

5.Namusisi Ritah, Enrolled Midwife

6.Namugenyi Eleanor, Enrolled Nurse

7.Najjibwa Halima, Enrolled Nurse

8.Nakku Rosette, Enrolled Nurse

9.Damulira Christopher, Health Assistant

10.Kalungi Alexander, Laboratory Assistant

11.Esingu Michael, Laboratory Technician

12.Ssenfuma Geoffrey, Porter

13.Naikoba Oliver, Senior Clinical Officer

Buikwe HCIII

1.Bwambale Joseph, Askari

2.Edema Bernard, Assistant Nursing Officer

3.Tugume Deborah, Clinical Officer

4.Naamala Teddy, Enrolled Midwife

5.Asimakikye Hellen, Enrolled Midwife

6.Namutebi Ruth, Enrolled Nurse

7.Namatovu Betty, Enrolled Nurse

8.Talidda Florence, Enrolled Nurse

9.Okwakol David, Health Assistant

10.Kateregga Charles, Laboratory Assistant

11.Oliba George, Laboratory Technician

12.Kazibwe Lawrence, Medical Records Assistant

13.Nakandi Joyce, Porter

14. Kaseeta Oliver Kato, Senior Clinical Officer

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| 5 | <p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p> | <p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p> | <p>The information on health facilities upgraded or constructed and functional is accurate. There was construction of maternity ward and staff house at Nkokonjeru HCII as evidenced on the list of upgraded facilities for FY 2022/2023, page 28.</p> | 2 |
| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>a) Health facilities prepared and submitted Annual Workplans & budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p> <ul style="list-style-type: none"> • Score 2 or else 0 | <p>The health facilities prepared and submitted Annual Work plans & budgets to the DHO by March 31st of the previous FY 2022/2023 as per the LG Planning Guidelines for Health Sector as follows:</p> <ol style="list-style-type: none"> 1. Buikwe HCIII submitted on 30th March 2022; 2. Ngogwe HCIII submitted on 30th March 2022; and 3. Ssi HCIII submitted on 29th March 2022. <p>The budgets of these sampled health facilities conformed to the prescribed formats in the planning guidelines since they had highlights of performance, annual expenditure and had been endorsed by the In-charges.</p> | 2 |
| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p> <ul style="list-style-type: none"> • Score 2 or else 0 | <p>The health facilities prepared and submitted to the DHO Annual Budget Performance Reports for the previous FY 2022/2023 by July 15th of the current FY 2023/2024 as per the Budget and Grant Guidelines. The submission dates for each of the 3 sampled health facilities are shown below:</p> <ol style="list-style-type: none"> 1. Ngogwe HCIII submitted on 11th July 2023; 2. Buikwe HCIII submitted on 1st July 2023; and 3. Ssi HCIII submitted on 1st July 2023. | 2 |

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

Maximum 14 points on this performance measure

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

- Score 2 or else 0

The health facilities developed and reported on implementation of facility Performance Improvement Plans (PIPs) that incorporated performance issues identified in monitoring and assessment reports. All the 3 facility PIPs for the sampled health facilities including; Buikwe HCIII, Ngogwe HCIII and Ssi HCIII had issues identified in the DHMT support supervision reports as shown below:

1. Buikwe III PIP dated 28th March 2023 on page 2 catered for intensification of staff signing in of arrival and departure time. The issue of absenteeism had been identified during DHMT support supervision for Buikwe HCIII held on 8th December 2022 as shown in quarter 2 supervision report dated 30th December 2022 on page 9.

2. Ngogwe HCIII PIP dated 11th July 2023 on page 6 catered for on-time notification of the district store about stockout of drugs. The issue of drug stockout had been identified during quarter 2 DHMT support supervision as shown in quarter 2 supervision report dated 18th January 2023 on page 2.

3. Ssi HCIII PIP dated 28th March 2023 on page 8 catered for establishment of group clinics like AGYW clinic as a way of enhancing client centered care. A problem of low retention rates in the group Antenatal at Ssi HCIII had been noted during DHMT support supervision held on 12th December 2022 as shown in quarter 2 supervision report dated 30th December 2022 on page 16.

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

Maximum 14 points on this performance measure

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

- score 2 or else score 0

The health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter). The 3 sampled health facilities submitted the reports as follows:

1. Ssi HCIII's latest monthly reports were submitted on the 6th day following the end of month and the latest quarterly reports were submitted on the 7th day following the end of month. The monthly submission dates are as follows: 4th August 2022, 5th September 2022, 5th October 2023, 4th November 2022, 6th December 2022, 5th January 2023, 6th February 2023, 6th March 2023, 5th April 2023, 5th May 2023, 5th June 2023 and 3rd July 2023. The quarterly submission dates are as follows: 7th October 2022, 6th January 2023, 7th April 2023 and 7th July 2023;

2. Buikwe HCIII's latest monthly reports were submitted on the 7th day following the end of month and the latest quarterly report was submitted on the 7th day following the end of month. The monthly submission dates are as follows: 4th August 2022, 7th September 2022, 6th October 2023, 6th November 2022, 7th December 2022, 7th January 2023, 4th February 2023, 3rd March 2023, 6th April 2023, 5th May 2023, 6th June 2023 and 7th July 2023. The quarterly submission dates are as follows: 7th October 2022, 2nd January 2023, 4th April 2023 and 2nd July 2023; and

3. Makindu HCIII's latest monthly reports were submitted on the 6th day following the end of month and the latest quarterly report was submitted on the 5th day following the end of month. The monthly submission dates are as follows: 5th August 2022, 5th September 2022, 6th October 2023, 3rd November 2022, 5th December 2022, 5th January 2023, 2nd February 2023, 2nd March 2023, 4th April 2023, 4th May 2023, 6th June 2023 and 5th July 2023. The quarterly submission dates are as follows: 5th October 2022, 5th January 2023, 5th April 2023 and 5th July 2023.

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| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p> | This indicator is not applicable | 0 |
| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p> | This indicator is not applicable | 0 |
| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p> | <p>There was evidence that the LG health department submitted quarterly reports in time to the planner for consolidation as below:</p> <p>Quarter 1 was submitted on 9/10/2022;</p> <p>Quarter 2 was submitted on 10/1/2023;</p> <p>Quarter 3 was submitted on 11/4/2023; and</p> <p>Quarter 4 was submitted on 6/7/2023.</p> | 1 |

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| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p> | <p>The LG had an approved Performance Improvement Plan (PIP) dated 9th March 2023 that catered for the weakest performing health facilities as per performance indicator.</p> <p>For example, the following weak facilities were catered for as follows:</p> <p>1. Makindu HCIII, Buikwe HCIII and Kasubi HCIII were catered for under medicines, health supplies and vaccines, where the area of improvement was to ensure timely requisition of drugs from district stores by the health facility incharges;</p> <p>2. Makindu HCIII, Buikwe HCIII and Kasubi HCIII were catered for under health services delivery where low antenatal care attendance had been noted; and the area of improvement was social mobilization of communities.</p> | 1 |
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| 6 | <p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p> | <p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p> | <p>The LG implemented performance improvement plan for the weakest performing facilities as highlighted below: The PIP dated 9th March 2023 catered for distribution and redistribution of essential medicines and health supplies and vaccines. This was implemented as evidenced in a report for distribution and redistribution of EMHS (essential medicines and health supplies) and vaccines from different health facilities for FY 2022/2023 dated 18th January 2023. In this report it was indicated that essential medicines and health supplies and vaccines were distributed and redistributed to and from different health facilities.</p> | 1 |
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Human Resource Management and Development

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| 7 | <p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p> | <p>a) Evidence that the LG has:</p> <p>i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0</p> | <p>The LG had budgeted for health workers as per the guidelines/in accordance with the staffing norms. The performance contract for the current FY 2023/2024, had UGX 4,599,645,000 budgeted for the 266 health workers' salaries as indicated in the approved structure named "VOTE: 829 Buikwe District" on page 17. A total of 266 health workers were budgeted for under the current performance contract and all were deployed as indicated on the deployment list and staff registers. The staffing level is 76.4 percent, which is higher than the required staffing norms of 75 percent.</p> | 2 |
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| 7 | <p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p> | <p>a) Evidence that the LG has:</p> <p>ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0</p> | <p>The LG had deployed health workers as per guidelines. The staffing level was 76.4% (266 out of 348 staff in the approved structure). This is evidenced on the PHC staff deployment list named "Buikwe District Local Government Health Department", dated 1st July 2023 and the staff registers. Both the staff list and registers reflected a total of 266 staff.</p> | 2 |
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| 7 | <p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p> | <p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p> | <p>The health workers were in the health facilities where they were deployed. The information on positions of health workers filled was accurate. There were no discrepancies between positions on staff deployment lists from the DHO and those in the staff registers at all the 3 sampled health facilities as reflected below:</p> <ol style="list-style-type: none"> 1. At Ssi HCIII, all the 12 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO; 2. At Ngogwe HCIII, all the 13 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO; and 3. At Buikwe HCIII, all the 14 staff in the attendance register for FY 2023/2024 were reflected on the deployment list for FY 2023/2024 from the DHO. <p>The health workers' names and positions are as follows:</p> <p>Ssi HCIII</p> <ol style="list-style-type: none"> 1.Karungi Ritah, Clinical Officer 2.Nakimuli Solome, Enrolled Midwife 3.Nalwoga Dorothy, Enrolled Midwife 4.Magala Andrew, Enrolled Nurse 5.Namuganza Eseza, Enrolled Nurse 6.Baligasima Jamadah, Enrolled Nurse 7.Sanyu Diana, Health Assistant 8.Owori Tom, Laboratory Assistant 9.Mukiibi Rajab, Laboratory Technician 10.Lufafa Isaac, Senior Clinical Officer 11.Oyese Joventine, Askari 12.Nakamyia Florence, Health Information Assistant <p>Ngogwe HCIII</p> | 3 |
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1. Onyapidi Eliazari, Askari
2. Namulondo Harriet, Assistant Nursing Officer
3. Joha Rashid, Clinical Officer
4. Namukasa Jane, Enrolled Midwife
5. Namusisi Ritah, Enrolled Midwife
6. Namugenyi Eleanor, Enrolled Nurse
7. Najjibwa Halima, Enrolled Nurse
8. Nakku Rosette, Enrolled Nurse
9. Damulira Christopher, Health Assistant
10. Kalungi Alexander, Laboratory Assistant
11. Esingu Michael, Laboratory Technician
12. Ssenfuma Geoffrey, Porter
13. Naikoba Oliver, Senior Clinical Officer

Buikwe HCIII

1. Bwambale Joseph, Askari
2. Edema Bernard, Assistant Nursing Officer
3. Tugume Deborah, Clinical Officer
4. Naamala Teddy, Enrolled Midwife
5. Asimakikye Hellen, Enrolled Midwife
6. Namutebi Ruth, Enrolled Nurse
7. Namatovu Betty, Enrolled Nurse
8. Talidda Florence, Enrolled Nurse
9. Okwakol David, Health Assistant
10. Kateregga Charles, Laboratory Assistant
11. Oliba George, Laboratory Technician
12. Kazibwe Lawrence, Medical Records Assistant
13. Nakandi Joyce, Porter
14. Kaseeta Oliver Kato, Senior Clinical Officer

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

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

The LG publicized health workers' deployment by posting deployment lists for FY 2023/2024 on facility notice boards. All the 3 sampled health facilities had deployment lists displayed on notice boards as shown below:

1. At Ssi HCIII a deployment list of 12 staff dated 1st July 2023 for FY 2023/2024 was displayed on the patient waiting area notice board;
2. At Ngogwe HCIII a deployment list of 13 staff for FY 2023/2024 dated 1st July 2023 was

2

displayed on the patient waiting area notice board; and

3. At Buikwe HCIII a deployment list of 14 staff for FY 2023/2024 dated 1st July 2023, was displayed on the patient waiting area notice board.

The health workers' names and positions are as follows:

Ssi HCIII

1. Karungi Ritah, Clinical Officer
2. Nakimuli Solome, Enrolled Midwife
3. Nalwoga Dorothy, Enrolled Midwife
4. Magala Andrew, Enrolled Nurse
5. Namuganza Eseza, Enrolled Nurse
6. Baligasima Jamadah, Enrolled Nurse
7. Sanyu Diana, Health Assistant
8. Owor Tom, Laboratory Assistant
9. Mukiibi Rajab, Laboratory Technician
10. Lufafa Isaac, Senior Clinical Officer
11. Oyese Joventine, Askari
12. Nakamyia Florence, Health Information Assistant

Ngogwe HCIII

1. Onyapidi Eliazari, Askari
2. Namulondo Harriet, Assistant Nursing Officer
3. Joha Rashid, Clinical Officer
4. Namukasa Jane, Enrolled Midwife
5. Namusisi Ritah, Enrolled Midwife
6. Namugenyi Eleanor, Enrolled Nurse
7. Najjibwa Halima, Enrolled Nurse
8. Nakku Rosette, Enrolled Nurse
9. Damulira Christopher, Health Assistant
10. Kalungi Alexander, Laboratory Assistant
11. Easingu Michael, Laboratory Technician
12. Ssenfuma Geoffrey, Porter
13. Naikoba Oliver, Senior Clinical Officer

Buikwe HCIII

1. Bwambale Joseph, Askari
2. Edema Bernard, Assistant Nursing Officer
3. Tugume Deborah, Clinical Officer

- 4.Naamala Teddy, Enrolled Midwife
- 5.Asimakikye Hellen, Enrolled Midwife
- 6.Namutebi Ruth, Enrolled Nurse
- 7.Namatovu Betty, Enrolled Nurse
- 8.Talidda Florence, Enrolled Nurse
- 9.Okwakol David, Health Assistant
- 10.Kateregga Charles, Laboratory Assistant
- 11.Oliba George, Laboratory Technician
- 12.Kazibwe Lawrence, Medical Records Assistant
- 13.Nakandi Joyce, Porter
14. Kaseeta Oliver Kato, Senior Clinical Officer

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

There was no evidence at the time of assessment that DHO had conducted annual performance appraisal for all 9 in-charges of 9 Health Centres (4 HC IIIs and 5 HC IIs) within the prescribed date of 30/6/2023.

- Three (3) in-charges of Ssi HC III (Lutaaya Isaac), Kasubi H/C III (Kasubi Paul) and Buikwe H/C III,(Kaseeta Oliver Kato) were appraised on 3/07/2023 beyond the prescribed date of 30/6/2023;
- In charge Ngogwe HC III was appraised on 7/07/2023 beyond he prescribed date of 30/6/2023;
- Three (3) In-charges of Nkokonjeru HC II (Sr Nambalirwa Tatulisita Daisy), Namulesa HC II (Gayana Nathan) and Senyi HC II (Nabwire Recheal) were appraised on 1/08/2023 beyond he prescribed date of 30/6/2023; and
- In-charge of Makindo HC II (Namukisa Rita) was appraised on 6/07/2023 beyond he prescribed date of 30/6/2023;

Only the In-charge of **Ddugi H/C II** (Nakimuli Safina) appraised on **30/06/2023 was within** the prescribed deadline date of 30/6/2023.

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| 8 | Performance management: The LG has appraised, taken corrective action and trained Health Workers. | 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 | There was evidence at the time of assessment that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO to HRO during the previous FY 2022/23 as reviewed from the 10 sampled personal appraisal files of health facility workers. | 0 |
| | Maximum 6 points on this performance measure | | Four (4) out of 10 sampled health facility workers were appraised beyond the prescribed date of 30/6/2023 as follows: | |
| | | | <ul style="list-style-type: none"> • Nursing Assistant -Ddugi HC II was appraised on 26/7/2023; | |
| | | | <ul style="list-style-type: none"> • Enrolled Nurse -Buikwe HCIII was appraised on 10/7/2023; | |
| | | | <ul style="list-style-type: none"> • Laboratory Technician-Kasubi HC III was appraised on 5/7/2023; and | |
| | | | <ul style="list-style-type: none"> • Senior Clinical Officer Buikwe HC III was appraised on 1/8/2023 | |
| | | | The other six (6) health workers; Health Assistant and two enrolled Nurses Ssi HC III appraised on 30/6/2023, Enrolled Nurse Ngogwe HC III appraised on 20/6/2023 and two (2) Enrolled Nurses- Buikwe HC III appraised 29/6/2023 were within the prescribed date of 30/6/2023. | |
| 8 | Performance management: The LG has appraised, taken corrective action and trained Health Workers. | iii. Taken corrective actions based on the appraisal reports, score 2 or else 0 | Corrective actions based on the appraisal reports were not undertaken by the DHO as there were no cases of misconduct by the 10 sampled Health Facility Workers. | 2 |
| | Maximum 6 points on this performance measure | | | |

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| 8 | <p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p> | <p>b) Evidence that the LG:</p> <p>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</p> | <p>The LG had a Continuous Professional Development (CPD) work plan for 2022/2023 on file. It is titled, "Buikwe District Training (CPD) work plan for FY 2022/2023" dated 30th June 2022 and trainings were conducted in accordance to this training work plan. For instance:</p> <ol style="list-style-type: none"> 1. Training of health workers on counselling and communication skills for provision of adolescent responsive ASRH conducted on 1st July 2022 which was attended by 26 participants; and 2. Training of health workers on immunization in practice and new vaccines introduced into routine immunization held on 8th August 2022 which was attended by 76 participants. 3. Training of health workers on integrated management of malaria held on 3rd to 7th April 2023 which was attended by 23 participants. | 1 |
| 8 | <p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p> | <p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p> | <p>There were documented training activities in the training/CPD database named "Buikwe district training (CPD) database for the trainings conducted in FY 2022/2023" dated 11th July 2022 which showed: the trainings which were conducted, the attendees, the date when the trainings were conducted and the duration for the trainings. For example:</p> <ol style="list-style-type: none"> 1. Training of health workers on counselling and communication skills for provision of adolescent responsive ASRH conducted on 1st July 2022 which was attended by 26 participants; and 2. Training of health workers on immunization in practice and new vaccines introduced into routine immunization held on 8th August 2022 which was attended by 76 participants. 3. Training of health workers on integrated management of malaria held on 3rd to 7th April 2023 which was attended by 23 participants. | 1 |

Management, Monitoring and Supervision of Services.

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| 9 | <p>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.</p> <p>Maximum 9 points on this performance measure</p> | <p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p> | <p>There was evidence that the CAO confirmed the list of Health facilities (GoU and PNFP) that received 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 2021/2022. A letter to this effect highlighting 18 health facilities that received PHC NWR grants was written by CAO on 24th July 2023 and submitted to MoH on 2nd August 2023.</p> | 2 |
| 9 | <p>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.</p> <p>Maximum 9 points on this performance measure</p> | <p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p> | <p>The LG made allocations of Ugx46,665,916 (5.5%) out of the Ugx844,657,000 PHC NWR Grant for LLHF (Page 26 of the LG approved budget) towards monitoring service delivery and management of District health services which was lower than the required 15%.</p> | 0 |
| 9 | <p>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.</p> <p>Maximum 9 points on this performance measure</p> | <p>c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0</p> | <p>The LG did not warrant to all PHC NWR Grant transfers for the FY 2022/23 to health facilities within the required 5 working days from the day of funds release:</p> <p>Quarter 1 warrant was on 8/8/2022, receipt of expenditure limits date was 8/7/2022; 30 days</p> <p>Quarter 2 warrant was on 13/10/2022, receipt of expenditure limits date was 30/9/2022; 13 days</p> <p>Quarter 3 warrant was on 8/1/ 2023, receipt of expenditure limits date was 29/12/2022; 10 days and</p> <p>Quarter 4 warrant was on 12/4/2023, receipt of expenditure limits date was 6/4/2023;6 days.</p> | 0 |

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| 9 | <p>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.</p> <p>Maximum 9 points on this performance measure</p> | <p>d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0</p> | <p>The LG did not invoice to all PHC NWR Grant transfers for the FY 2022/22 to health facilities within the required 5 working days from the day of funds release:</p> <p>Quarter 1 invoicing was on 11/8/2022, release date was 8/7/2022; 33 days</p> <p>Quarter 2 invoicing was on 16/10/2022, release date was 30/9/2022; 16 days</p> <p>Quarter 3 invoicing was on 11/1/ 2023, release date was 29/12/2022; 21 days and</p> <p>Quarter 4 invoicing was on 15/4/2023, release date was 6/4/2023;38 days.</p> | 0 |
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| 9 | <p>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.</p> <p>Maximum 9 points on this performance measure</p> | <p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p> | <p>The LG publicized all the quarterly functional releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED as indicated below:</p> <p>In quarter 1 expenditure limits were released on 26th July 2022 and facilities were informed on 27th July 2022 (within 5 working days);</p> <p>In quarter 2 expenditure limits were released on 13th October 2022 and facilities were informed on 14th October 2022 (within 5 working days);</p> <p>In quarter 3 expenditure limits were released on 10th January 2023 and facilities were informed on 11th January 2023 (within 5 working days); and</p> <p>In quarter 4 expenditure limits were released on 20th April 2023 and facilities were informed on 21st April 2023 (within 5 working days)</p> | 1 |
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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

The health department implemented actions recommended by the DHMT quarterly performance review meeting (s) held during the previous FY 2022/2023. For example:

In a quarter 1 performance review meeting held by DHMT on 16th October 2022, it was recommended that the ADHO Environment was to conduct a supervision visit to facilities to support them in hygiene and sanitation facilities. This is evidenced in quarterly performance review meeting minutes dated 16th October 2023 under minute 5/10/2022 on page 2. Implementation of this action point is evidenced in a supervision report on Water, Sanitation and Hygiene (WASH) titled "Monitoring and supervision of health facility for water, sanitation and hygiene (WASH) for 2nd quarter 2022/2023 in Buikwe" dated 30th November 2022;

In a quarter 2 performance review meeting held by DHMT on 12th January 2023, it was recommended that the Human Resource should mentor on new job descriptions. This is evidenced in quarterly performance review meeting minutes dated 12th January 2023 under minute 06/12/07/2022. Implementation of this action point is evidenced in a report titled "Mentorship on job description" dated 24th March 2023 that shows that mentorship on new job description was done by HR on 22nd to 24th March 2023;

In a quarter 3 performance review meeting held by DHMT on 26th April 2023, it was recommended that the DHO should mentor health facilities on basic surveillance. This is evidenced in quarterly performance review meeting minutes dated 26th April 2023 under minute 10. Implementation of this action point is evidenced in a report titled "EIDSR Supervision report" dated 3rd April 2023; and

In quarter 4 performance review meeting held by DHMT on 19th July 2023, it was recommended that the DHT should conduct Malaria training for the service providers. This is evidenced in quarterly performance review meeting minutes dated 19th July 2023 under minute 06. Implementation of this action point is evidenced in a report titled "Integrated Management of Malaria training conducted on 24th July 2023" dated 24th July 2023.

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

The LG quarterly performance review meetings involved all the health facility In-Charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department. For example:

1. Quarter 1 performance review meeting held on 16th October 2022 was attended by all 18 health facility in-charges as evidenced by the attendance list attached to a report titled “minutes for the district performance review meeting for July to September 5, 2022 at DHO’s boardroom” dated 16th October 2022 which shows that all the In-charges attended the meeting;

2. Quarter 2 performance review meeting held on 12th January 2023 was attended by all the 18 health facility in-charges as evidenced by the attendance list attached to a report titled “Buikwe district performance review meeting minutes for October to December 2022” dated 12th January 2023 which shows that all the In-charges attended the meeting;

3. Quarter 3 performance review meeting held on 26th April 2023 was attended by all the 18 health facility in-charges as evidenced by the attendance list attached to a report titled “minutes for the performance review meeting for the 3rd quarter 2022 - 2023 (January to March 2023) dated 26th April 2023 which shows all the In-charges attended the meeting; and

4. Quarter 4 performance review meeting held on 27th July 2023 was attended by all the 18 health facility in-charges as evidenced by the attendance list attached to a report titled “minutes for the performance review meeting for the 4th quarter 2022-2023 (April-June 2023) held on 25th July 2023 in the DHO’s boardroom” dated 27th July 2023.

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| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p> | <p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p> <p>If not applicable, provide the score</p> | <p>The LG supervised all general hospitals which received PHC grant in the FY 2022/2023.</p> <p>The LG does not have a HCIV but it has 3 general hospitals i.e Kawolo hospital, Nkokonjeru hospital and St. Charles Lwanga Buikwe hospital which received the PHC grant in the FY 2022/2023. They were supervised at least once every quarter as shown below;</p> <ol style="list-style-type: none"> 1. In quarter 1, they were supervised on 26th to 29th September 2022, as evidenced in quarter 1 supervision report dated 29th September 2022; 2. In quarter 2, they were supervised on 6th to 15th December 2022, as evidenced in quarter 2 supervision report dated 30th December 2022; 3. In quarter 3, it was supervised on 20th to 25th March 2023, as evidenced in quarter 3 supervision report dated 26th April 2023; and 4. In quarter 4, they were supervised on 12th to 13th June 2023, as evidenced in quarter 4 supervision report dated 28th June 2023. | 1 |
| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p> | <p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p> <p>• If not applicable, provide the score</p> | <p>The DHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY. All the 3 sampled health facilities were supervised as follows:</p> <ol style="list-style-type: none"> 1. Nkokonjeru HCII was supervised by Buikwe South HSD in all quarters as per reports titled "Support supervision activities carried out in Buikwe South HSD" dated 23rd September 2022 for quarter 1, 29th November 2022 for quarter 2, 20th March 2023 for quarter 3 and 26th June 2023 for quarter 4; 2. Kikwayi HCII was supervised by Buikwe South HSD in all quarters as per reports titled "Support supervision activities carried out in Buikwe South HSD" dated 23rd September 2022 for quarter 1, 29th November 2022 for quarter 2, 20th March 2023 for quarter 3 and 26th June 2023 for quarter 4; and 3. Namulesa HCII was supervised by Buikwe South HSD in all quarters as per reports titled "Support supervision activities carried out in Buikwe South HSD" dated 23rd September 2022 for quarter 1, 29th November 2022 for quarter 2, 20th March 2023 for quarter 3 and 26th June 2023 for quarter 4. | 1 |

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

The LG used results / reports from discussion of the support supervision and monitoring visits to make recommendations for specific corrective actions. For instance,

1. In Kawolo Hospital supervision report for quarter 2 dated 30th December 2022, it was noted that the facility had developed an annual workplan without using the recommended HMIS 001 template and it was recommended that the facility should develop the workplan using the recommended format for the subsequent financial year. In a subsequent quarter 4 supervision report dated 28th June 2023, it was noted that the hospital had developed an annual workplan for the financial year 2023/2024 using the recommended HMIS 001 template;

2. In Bubiho HCII supervision report for quarter 1 dated 29th September 2022, it was noted that there was inadequate space for PMTCT/MCH services and it was recommended that the district and Implementing partners should support workspace modification. In a subsequent quarter 4 supervision report dated 28th June 2023, it was indicated that the working space had been modified and refurbished to create adequate working space for PMTCT /MCH; and

3. In Ngogwe HCIII supervision report for quarter 2 dated 26th September 2022, it was indicated that staff files had missing documents like appraisal forms and job descriptions. In a subsequent quarter 4 supervision report dated 29th June 2023, it was noted among the positive findings that staff files had been filed.

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| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p> <p>Maximum 7 points on this performance measure</p> | <p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p> | <p>The LG provided support to all health facilities in the management of medicines and health supplies in the FY 2022/2023 as highlighted below:</p> <ol style="list-style-type: none"> 1. On 13th to 24th February 2023, all the 18 facilities were supervised in the management of medicines and health supplies as evidenced in the medicines support supervision report dated 3rd March 2023; 2. On 4th August to 29th September 2022, all the 18 facilities were supervised in the management of medicines and health supplies as evidenced in medicines support supervision report dated 20th October 2022. 3. On 2nd to 17th May 2023, all the 18 facilities were supervised in the management of medicines and health supplies as evidenced in medicines support supervision report dated 17th May 2023. 4. On 3rd to 13th January 2023, all the 12 facilities were supervised in the management of medicines and health supplies as evidenced in medicines support supervision report dated 18th January 2023. | 1 |
| 11 | <p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> <p>Maximum 4 points on this performance measure</p> | <p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p> | <p>The LG allocated Ugx 36million (77%) out of the Ugx 46.7 million LG Health Office budget to health promotion and prevention activities, which was more than the required minimum of 30%.</p> | 2 |

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| 11 | <p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> | <p>b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0</p> | <p>The DHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the FY 2022/2023. For example:</p> <ol style="list-style-type: none"> 1. The DHT conducted sensitization for social mobilization and advocacy for village health teams. This is evidenced in a report titled "Report on village health teams (VHT) sensitization for social mobilization and advocacy in Buikwe west" dated 19th January 2023; 2. The DHT conducted a community dialogue engagement in Buikwe south. This is evidenced in a report titled "Report on community engagement through dialogue into sub counties of Buikwe South" dated 8th April 2023; and 3. The DHT conducted a radio talk show on social mobilization for measles, Rubella and Integrated Child Health Days in Buikwe district on Mukono FM 88.9. This is evidenced in a report titled "social mobilization for measles, Rubella and integrated Child Health Days in Buikwe district" dated 8th April 2023. | 1 |
| | <p>Maximum 4 points on this performance measure</p> | | | |
| 11 | <p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p> | <p>c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0</p> | <p>The DHT followed up actions on health promotion and disease prevention issues. For instance,</p> <p>During quarter 3 DHMT meeting held on 28th March 2023 it indicated that some areas in Buikwe district had a high burden of malaria and it was recommended that there should be a community dialogue on Malaria in those high burden areas. Follow up on this recommendation is evidenced in an activity report titled "Report on community engagement through dialogue into sub counties of Buikwe South HSD dated 8th April 2023;</p> <p>In a quarter 2 DHMT meeting held on 29th December 2022, it indicated that there was low turn up of communities for health services and it was recommended VHTs should improve on strategies for mobilization and also put in much effort where they are required to mobilize. Follow up on this recommendation is evidenced in an activity report titled "Report on village health teams (VHT) sensitization for social mobilization and advocacy in Buikwe west" dated 19th January 2023 where VHTs were trained on social mobilization and advocacy.</p> <p>The DHT also conducted meetings in quarter 1 and 4 on 30th September 2022 and 29th June 2023 respectively, however, there were no follow-up actions to be taken by the DHT on health promotion and disease prevention.</p> | 1 |
| | <p>Maximum 4 points on this performance measure</p> | | | |

Investment Management

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| 12 | <p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p> | <p>a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0</p> | <p>The LG had updated Asset registers which set out health facilities and equipment relative to basic standards. The registers were updated in July 2022 and contained asset category, cost, health facility, serial number, condition, among others. The assets for each health facility were as follows:</p> <p>Buikwe HCIII had a maternity ward, placenta pit and medical waste pit, and 8 staff houses;</p> <p>Ssi HCIII had an Out-Patient Department, drug store, general ward, maternity ward, placenta pit and medical waste pit, incinerator and 12 staff houses;</p> <p>Buwagajjo HCII had an OPD, medical store, theatre, general ward, maternity ward, placenta pit, incinerator and 10 staff houses;</p> <p>Makindu HCIII had an OPD, maternity ward, placenta pit and 8 staff houses;</p> <p>Ngogwe HCIII had an OPD, maternity ward, placenta pit and 10 staff houses;</p> <p>Bubiro HCII had an OPD, drug store, maternity ward, placenta pit and no staff houses;</p> | 1 |
| 12 | <p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p> | <p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p> <p>score 1 or else score 0</p> | <p>The LG conducted desk appraisals, the investment derived from the LG Development Plan 2020/21-2024/25(Page 81-107) and were eligible for funding under sector guidelines as indicated in the minutes dated 20/9/2021, page 8 for the projects implemented in the year 2022/23. The projects appraised included:</p> <p>1 Construction of an OPD at Buikwe HC III at Ugx148,126,495;</p> <p>3 Construction of ward for Upgrade of Nkokonjeru HC II at Ugx 712,500,000; and</p> <p>4 Construction of staff house for upgrade of Nkokonjeru at Ugx161,500,000.</p> | 1 |

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

Maximum 4 points on this performance measure

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

The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports dated 15/11/2021, page 6, for the projects implemented in the year 2022/23. The projects appraised included:

1 Construction of an OPD at Buikwe HC III at Ugx148,126,495;

2 Construction of ward for Upgrade of Nkokonjeru HC II at Ugx 712,500,000; and

3 Construction of staff house for upgrade of Nkokonjeru at Ugx161,500,000.

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

Buikwe DLG Natural Resources Department and Community Development Office provided Evidence that all health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction and also complied with risk mitigation plans as exemplified by the following projects:

1. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Upgrading of Nkokonjeru HC II to HC III in Nkokonjeru Town Council. The ESSF and Costed ESMP were dated 24th March 2023, signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah.

2. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of OPD at Buikwe HC III. The ESSF and Costed ESMP were dated 24th March 2023, signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah.

3. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Threatre at Ngogwe HC III and Upgrading from HC III to HC IV. The ESSF and Costed ESMP were dated 24th March 2023, signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah.

4. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Upgrading of Nkokonjeru HC II to HC III in Nkokonjeru Town Council. The ESSF and Costed ESMP were dated 24th March 2023, signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah

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| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>a. Evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p> | <p>There was 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.</p> <ol style="list-style-type: none"> 1. Completion of staff house at Kasubi HC III budgeted at UGX. 50,000,000, (DDEG funded) 2. Construction of Lined pit latrine at Kawolo Hospital, budgeted at UGX. 30,000,000 (PHC DEVT/DDEG) 3. Construction of a maternity ward phase I at Makindu HC III, budgeted at 34,000,000. (PHC DEVT) 4. Equipping of Nkokonjeru HC II for upgrading, budgeted at UGX.80,000,000. (PHC DEVT) 5. Procurement of computers and accessories, budgeted at UGX.5,000,0000 (PHC, DEVT) <p>This was submitted by Dr. Bbosa Richard on 20th/3/2023 and received by Ms. Namayanja Suzan SPO</p> | 1 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p> | <p>The LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY. Attached was the list of projects submitted by the PHO, Dr.Bbosa Richard on 20th/7/2023;</p> <ol style="list-style-type: none"> 1.Completion of a staff house at Kasubi health Centre III, budgeted at UGx. 50,000,000 2.Construction of Lined pit latrine at Kawolo Hospital, budgeted at UGX. 30,000,000 (PHC DEVT/DDEG) 3.Construction of a maternity ward phase I at Makindu HC III, budgeted at 34,000,000. (PHC DEVT) 4.Construction of a maternity ward phase I at Makindu HC III, budgeted at 34,000,000. (PHC DEVT) 5.Equipping of Nkokonjeru HC II for upgrading, budgeted at UGX.80,000,000. (PHC DEVT) | 1 |

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| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p> | <p>There was evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General, under cc minutes 13/DCC/21-22 in the meeting chaired by Dr. Bbosa Richard and recorded by Mr. rogers Babaranda dated 2nd/09/2022.</p> <p>There was also evidence that the solicitor general approved the health infrastructure investments in the letter dated 28th/2/2023 in reference to letter dated 4th/11/2022, reference number CR/219/1 concerning M/s Prime Contractors Ltd for the Upgrade of Nkokonjeru HC II to III in a contract amount of 880,772,041 VAT exclusive. Under procurement number MoH-UGIFT/works/2022-23/00001-14.</p> | 1 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p> | <p>There was evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines.</p> <p>Eng. Seguya Fredrick - DE, Dr. Bbosa Richard - PHO Mr. Kiganda Sewanyo Sam -CDO, Ms. Nakiri Jazira .K - SEO, Mr. Kawuma ronald TC Nkokonjeru</p> <p>These were appointed and established on 21st/3/2023 by CAO, Mr. Dunstan Balaba.</p> | 1 |

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| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> | <p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> | <p>There was evidence that the health infrastructure followed the standard technical designs provided by the MoH</p> | 1 |
| | <p>Maximum 10 points on this performance measure</p> | <p>If there is no project, provide the score</p> | <p>, Sample project was the Upgrade of Nkokonjeru Health Centre II to III, under procurement number: MoH-UGIFT/works/2022-23/00001-14.</p> <p>Field verifications revealed conformity to standard;</p> <p>Windows to Peadriatric wards were - 1.5mx 1.2m, and 4No Windows</p> <p>Exit door to Postnatal ward,- 1.5m x 2.1m</p> <p>Peadriatric ward measured - 4.96 x 6.9m as described on the drawing no. MoH/GMW/01, General Maternity Ward.</p> <p>The Kangaroo room measured - 3.5m x 5m</p> <p>Reception measured - 7m x7m and 2m x 4.5m</p> <p>The foundation was found to be 0.9m deep reinforced with columns and ground beams measuring 0.2x.2m, the wall thickness was 225mm thick with finishes, roofed with G28 pre-painted iron sheets.</p> | |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> | <p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> | <p>There was no evidence availed to the assessor at the time of the assessment that the Clerk of Works maintained daily records that were consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project.</p> | 0 |
| | <p>Maximum 10 points on this performance measure</p> | <p>If there is no project, provide the score</p> | | |

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| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p> | <p>There was no evidence availed to the assessor that the LG held monthly site meetings by project site committee: chaired by the CAO 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.</p> | 0 |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p> | <p>The evidence availed to the assessor at the time of assessment were not enough to show 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 since all the aviled sample site reports indicated attendance of keep implementers at handover of project to the contractor, reference is made to site meetings dated 10th/3/2023, MIN no. 10/3/2023/07, MIN no.13/2023/08 MIN no.10/3/2023/09. Signed by Ms. Namayanja and Mr. Dunstan Balaba CAO.</p> | 0 |

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|----|--|--|--|---|
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p> | <p>There was evidence that the DHO verified works and initiated payments of contractors within specified timeframe all within 2 months. The 3 sampled projects were:</p> <ol style="list-style-type: none"> 1. Works by Jalum Ltd on the construction of OPD Bukwe HCIII worth Ugx 65,489,519 submitted on 6/3/2023 were certified by the LG Engineer, Environment Officer and CDO and the DHO on 17/3/2022 (11 days) and paid on 5/4/2023; 2. Works by Prime Ltd on the upgrade of Nkokonjeru worth Ugx 264,231,612 submitted on 18/4/2023 were certified by the LG Engineer, Environment Officer and CDO and the DHO on 2/5/2023 (14 days) and paid on 15/6/2023; and 3. Works by Kano Ltd on construction of staff house atb Kasubi HC III worth Ugx 26.150,319 submitted on 18/4/2023 were certified by the LG Engineer, Environment Officer and CDO and the DHO on 2/5/2023 (14 days) and paid on 15/6/2023. and | 1 |
|----|--|--|--|---|

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|----|--|---|---|---|
| 13 | <p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p> | <p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p> | <p>There was no full evidence that the LG has a complete procurement file.</p> <p>Project name: Upgrade of Nkokonjeru Health Centre II to III, under procurement number MoH-UGIFT/works/2022-23/00001-14.</p> <p>The file lacked CC minutes and the evaluation report since soliciting for the firms was done centrally</p> <p>The work contract was signed by the LG and M/s Prime Contractors Ltd on 15th/8/2022, this was signed by Ms. Nakindu Betty CAO.</p> | 0 |
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Environment and Social Safeguards

| | | | | |
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| 14 | <p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p> | <p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p> | <p>There was Evidence that Buikwe DLG Health sector grievances had been recorded, investigated, and responded to in line with the LG grievance redress framework as records of health sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log. For instance: In-Charge of Buikwe HC III filed compliant concerning the delayed completion of the construction works at the Buikwe HC III OPD block which had caused overcrowding of patients at the existing facility. The complaint was reported on 13th March 2023 to the DHO's office and the Contractors were engaged and the contract period extend on 10th April 2023 and the issue resolved accordingly</p> | 2 |
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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 Evidence that Buikwe DLG Health Department had disseminated guidelines on healthcare/medical waste management to about 11 public health facilities in the LG that included guidelines on construction of medical waste facilities and had followed up implementation of the healthcare waste management guidelines by health centers. The healthcare waste management guidelines comprised of overview of health system, legal and regulatory healthcare/medical waste management frameworks, characterization of healthcare/medical waste production, characterization of healthcare/medical waste management practices, appraisal of the institutional capacities of the health system, future plans for improving healthcare/medical waste management, and healthcare/medical waste management national action plan. The distribution was conducted on 18th October 2022 and the distribution list included the following public health facilities: Najjembe HC III guidelines received by Kayuki Aisha- In Charge; Buikwe HC III guidelines received by Nalweyiso Jannifer - In Charge; Kawolo Hosp guidelines received by Kabise Salima - In Charge; Wakisi HC III guidelines received by Nabataka Caroline - In Charge; Kasubi HC III guidelines received by Nantale Scola - In Charge; Makindu HC III guidelines received by Nakiri Rose - In Charge; Ssenyi HC III guidelines received by Nabwire Rachael - In Charge; Buwagajjo HC III guidelines received by Mulaya Allen - In Charge; Njeru HC III guidelines received by Kizza Rose - In Charge; Ddungi HC III guidelines received by Nakimuli Safinah - In Charge; Buwtsajjo HC III guidelines received by Nanziri Ruth - In Charge; Buikwe DLG guidelines received by Ngobi Richard

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| 15 | Safeguards for service delivery: LG Health Department ensures safeguards for service delivery | 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 | There was Evidence that Buikwe DLG had a functional system/ central infrastructure with equipment for medical waste management and had a dedicated/operational budget for healthcare waste management as exemplified by the following: | 2 |
| | Maximum 5 points on this performance measure | | <ol style="list-style-type: none"> 1. Buikwe DLG Health Department presented MoU between Green Label Services Limited and Buikwe DLG dated 2nd January 2020. The MoU was for collection, transportation and safe disposal of waste arising from Voluntary Male Medical Circumcision (VMMC), plus additional 30% Family Planning, Maternal, New-Born and Child Health (MNCH) related Healthcare Waste (HCW) from selected facilities within Buikwe DLG including: Hospitals, Health Center IVs and Health Center IIIs. 2. Buikwe DLG Health Department presented a valid 'License to Manage Waste' dated 30th August 2022, from Green Label Services Limited. The LG also provided evidence of previous waste collection/ transfer records by Green Label Services Limited proof available at the DHO's office. | |
| 15 | Safeguards for service delivery: LG Health Department ensures safeguards for service delivery | c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0 | There was Evidence that Buikwe DLG had conducted training and created awareness on healthcare waste management. For instance, the IPC and HCWM training for medical and non-medical staffs from government and private institutions held on 24th February 2023 to 26th February 2023. This training was conducted at Kawolo Hospital and at St. Kizito Primary School funded by World Vision (COVID-19 WASH Project) | 1 |
| | Maximum 5 points on this performance measure | | | |
| 16 | Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments | 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 | There was NO Evidence that Buikwe DLG had Costed ESMPs and Environment Social Health and Safety safeguards incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY (2022/2023 FY) as designs, BoQs, bidding and contractual documents that LG provided to the Assessor did not contain any Costed ESMPs and ESHS safeguards for any health sector infrastructure projects that were implemented in the previous FY | 0 |
| | Maximum 8 points on this performance measure | | | |

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|----|--|--|--|---|
| 16 | <p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p> | <p>b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0</p> | <p>There was Evidence that Buikwe DLG had all health sector projects implemented on land where the LG had proof of ownership, access and availability, without any encumbrances on land acquisition status as exemplified by the following:</p> <ol style="list-style-type: none"> 1. Buikwe DLG presented Land Title for land on which Ngogwe HC IV was constructed with the details such as ownership i.e., Mukono District Administration (former greater Mukono district), land located on Plot 22, Block 381 of size 12.5 hectares. 2. Buikwe DLG presented Land Title for land on construction of OPD for Buikwe HC III with the details such as ownership i.e., Buikwe Town Council, land located on Plot 502, Block 339 of size 0.081 hectares dated 19th June 2019. 3. Buikwe DLG Department of Natural Resources and Environment and CDO presented Land title for Kasubi HC III Phase 1. The details of the Land title are: Plot 506, Block 208 in the names of Buikwe Sub County, Buikwe DLG, dated 3rd September 2017 of size 0.7 Hectares | 2 |
| 16 | <p>Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments</p> <p>Maximum 8 points on this performance measure</p> | <p>c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.</p> | <p>There was Evidence that Buikwe DLG Environmental Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs and provided monthly reports as exemplified by the following projects:</p> <ol style="list-style-type: none"> 1. Buikwe DLG Department of Natural Resources and Community Based Services Department presented a report on 'Environmental Monitoring Reports for the Construction of Staff House at Kasubi HC III Phase 1. The reports were for different months including February, March, April and May 2023 and were signed by District Environmental Officer – Kitembo Stella, and also signed by District Senior Community Development Officer – Mutebi Masitullah 2. Buikwe DLG Department of Natural Resources and Community Based Services Department presented a report on 'Environmental Monitoring Reports for the Construction of Theatre at Ngogwe HC III and Upgrading from HC III to HC IV. The reports were for different months including March, May and June 2023 and were signed by District Environmental Officer – Kitembo Stella, and also signed by District Senior Community Development Officer – Mutebi Masitullah | 2 |

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

Maximum 8 points on this performance measure

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

There was Evidence that Buikwe DLG Environmental and Social Certification Forms were completed and signed by the LG Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects as exemplified below:

- Buikwe DLG Department of Natural Resources and Community Based Services Department presented Contractor Payment Certificates that were duly signed by District Natural Resources Officer/Environmental Officer and District Community Development Officer. The Contractor Payment Certificate presented was for the Construction of Staff House at Kasubi HC III Phase 1.

**Water &
Environment
Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|---|--|---|-------|
| Local Government Service Delivery Results | | | | |
| 1 | <p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>a. % of rural water sources that are functional.</p> <p>If the district rural water source functionality as per the sector MIS is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 | <p>According to the sector MIS data for current FY obtained from MoWE, dated 19/10/2023, the District Rural Water Sources functionality for Buikwe DLG currently stands at 93%.</p> | 2 |
| 1 | <p>Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:</p> <ul style="list-style-type: none"> o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0 | <p>According to the sector MIS data for the current FY obtained from MoWE dated 19/10/2023, the percentage of facilities with functional water and sanitation committees (WSCs) in Buikwe DLG currently stands at 96%.</p> | 2 |
| 2 | <p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p><i>Maximum 8 points on this performance measure</i></p> | <p>a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;</p> <ul style="list-style-type: none"> • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0 | <p>According to the LLG Assessment Report, the average score of water and environment based LLG assessment results for the current FY is 62.5%. This average was derived from averaging the respective scores of the individual LLGs which underwent assessment for Water and Environment; as shown below:</p> <ul style="list-style-type: none"> • Buikwe-Rural – 60% • Najja – 80% • Ngogwe – 80% • Ssi-Bukunja – 30% <p>The LLG Assessment Report was generated from the OPAMS and provided by the District Planner for review</p> | 1 |
| 2 | <p>N23_Service Delivery Performance: Average score in the water and environment LLGs</p> | <p>b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the</p> | <p>According to the 4th quarter Progress Report for the FY 2021/2022 signed by the CAO on 12/07/2022 and filed by the Central</p> | 2 |

performance assessment
Maximum 8 points on this performance measure

- 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

Registry of the MoWE on 19/07/2022, Buikwe district, at the end of FY 2021/2022, had an overall safe water coverage of 64% with urban access to safe water at 36% and rural access at **76%**.

It was established from the Uganda Water Supply Atlas information that the rural access of 76% was calculated using information from eight (#8) LLGs broken down below:

1. Buikwe-Rural SC (95%), Ngogwe SC (95%), Najja SC (79%), and Ssi-Bukunja SC (82%) all found in Buikwe South Constituency.
2. Kawolo Division (63%) and Najjembe Division (91%) found in Lugazi Municipality.
3. Nyenga Division (62%) and Wakisi Division (70%) found in Njeru Municipality.

However, the DWO emphasized that out of these, only the four (#4) LLGs of Buikwe-Rural, Ngogwe, Ssi-Bukunja and Najja which are found in Buikwe South Constituency are considered while allocating resources for WSS facilities since the rest are currently in Municipalities and therefore, under the gazette of the NWSC. These four LLGs had coverages which are higher than both the Rural and the overall district safe water coverage.

According to the AWP for the FY 2022/2023, received and signed by the CAO on 12/07/2022 and approved by the Central Registry of the MoWE on 19/07/2022, Buikwe District LG planned to implement the following WSS projects:

1. Construction of a 6-Stance Water Borne Public Toilet at Malongwe-Ajjijja, Buikwe-Rural SC at Ushs.64,000,000.
2. Construction of Mpogo Piped Water Scheme (Phase 3) in Najja SC at Ushs.199,700,000.
3. 18 deep Borehole Rehabilitations with 7 in Buikwe-Rural SC at UShs.21,000,000, 8 in Najja SC at Ushs.21,000,000, and 3 in Ssi-Bukunja SC at Ushs.2,500,000.
4. Drilling of 2 Deep Boreholes with 1 each in Bulega, Najja SC and Kikoma, Buikwe-Rural SC at Ushs.27,000,000 each.

All these planned projects (100%)

were implemented

2

2

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

There was evidence that the
variations in the contract price of
sampled WSS infrastructure
investments for the previous FY
were within +/- 20% of engineer's
estimates

1. Construction of a public water
borne toilet in Buikwe rural, under
procurement reference number:
Buik/816/works/22-23/00012

Engineer's estimate : UGX.
64,000,000

Contract Sum : Ugx. 63,613,481

Percentage variation : 0.6%

2. Drilling of two boreholes in
Bulega and Kikoma B, under
procurement reference number:
Buikwe/816/works/22-23/00013

Engineer's estimate : UGX.
60,000,000

Contract Sum : Ugx. 57,558,000

Percentage variation : 3.8%

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|---|---|---|---|---|
| 2 | <p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p> | <p>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <ul style="list-style-type: none"> o If 100% projects completed: score 2 o If 80-99% projects completed: score 1 o If projects completed are below 80%: 0 | <p>According to the AWP for the FY 2022/2023, received and signed by the CAO on 12/07/2022 and approved by the Central Registry of the MoWE on 19/07/2022, the following WSS projects were planned to be implemented in the FY 2022/2023; -</p> <ol style="list-style-type: none"> 1. Construction of a 6-Stance Water Borne Public Toilet at Kasubi in Buikwe-Rural SC. 2. Deep Borehole drilling of 2 boreholes in Najja SC and Buikwe-Rural SC 3. 18 Borehole rehabilitations. 4. Construction of Mpogo Piped Water Scheme (Phase 3) in Najja S/C. <p>According to the 4th quarter Progress Report for the FY 2022/2023 signed by the CAO on 13/07/2023 and filed by the Central Registry of the MoWE on 20/07/2023, all (100%) of the WSS projects planned were implemented and completed in the FY 2022/2023.</p> | 2 |
| 3 | <p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>a. If there is an increase in the % of water supply facilities that are functioning</p> <ul style="list-style-type: none"> o If there is an increase: score 2 o If no increase: score 0. | <p>According to the MIS data for both FY 2022/2023 and current FY, dated 19/10/2023, obtained from the MoWE; the functionality of water supply facilities in Buikwe DLG reduced from 95% to 93%.</p> | 0 |
| 3 | <p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p> | <p>b. If there is an Increase in % of facilities with functional water & sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <ul style="list-style-type: none"> o If increase is more than 1% score 2 o If increase is between 0-1%, score 1 o If there is no increase : score 0. | <p>According to the MIS data for both FY 2022/2023 and the current FY, dated 19/10/2023, obtained from the MoWE; there was no change in the functionality of Water and Sanitation committees in Buikwe DLG (96%).</p> | 0 |

Performance Reporting and Performance Improvement

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

Maximum 3 points on this performance measure

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

According to the 4th quarter Progress Report for the FY 2022/2023 signed by the CAO on 13/07/2023 and filed by the Central Registry of the MoWE on 20/07/2023; the DWO reported to have implemented the following WSS facilities in the FY 2022/2023.

1. Construction of a 6-Stance Water Borne Public Toilet at Malongwe-Ajjijja, Buikwe-Rural SC.
2. Deep Borehole drilling of 2 boreholes in Bulega, Najja SC and Kikoma, Buikwe-Rural SC
3. 23 Borehole rehabilitations in Najja, Ngogwe, Buikwe, and Ssi-Bukunja
4. Construction of Mpogo Piped Water Scheme (Phase 3) in Najja S/C.

Out of these, a sample of the following WSS facilities was taken and visited:

1. A public Water Borne Public Toilet constructed by Yolums in Ajjijja-Malongwe
2. 1 newly drilled borehole, DWD 81503, commissioned on 06/05/2023 in Bulega Village, Najja SC
3. 1 newly rehabilitated borehole, DWD 59871, commissioned on 24/03/2016 in Mayirikiti Village, Ngogwe SC

From the visits, it was established that the DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported.

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

Maximum 7 points on this performance measure

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

There was 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 in the quarterly data update reports signed by the DWO as seen detailed below:

- 1st quarter data update report signed by CAO on 12/10/2023 and received by the Central Registry of MoWE on 14/10/2022.
- 2nd quarter data update report signed by CAO on 09/01/2023 and received by the Central Registry of MoWE on 13/01/2022.
- 3rd quarter data update report signed by CAO on 14/03/2023 and received by the Central Registry of MoWE on 24/04/2023.
- 4th quarter data update report signed by CAO on 13/07/2023 and received by the Central Registry of MoWE on 20/07/2023.

These contained Form 4s for old facilities and Form 1s for new facilities capturing all the necessary information.

| | | | | |
|---|--|--|---|---|
| 5 | <p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p> | <p>b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0</p> | <p>There was evidence that the DWO updates the MIS (WSS data) quarterly with water supply and sanitation information on new facilities, population served, functionality of WSCs and WSS facilities, etc. found in the quarterly data update reports signed by the DWO as seen detailed below:</p> <ul style="list-style-type: none"> • 1st quarter data update report signed by CAO on 12/10/2023 and received by the Central Registry of MoWE on 14/10/2022. • 2nd quarter data update report signed by CAO on 09/01/2023 and received by the Central Registry of MoWE on 13/01/2022. • 3rd quarter data update report signed by CAO on 14/03/2023 and received by the Central Registry of MoWE on 24/04/2023. • 4th quarter data update report signed by CAO on 13/07/2023 and received by the Central Registry of MoWE on 20/07/2023. <p>These contained Form 4s for old facilities and Form 1s for new facilities capturing all the necessary information that is fed into the MIS database.</p> | 3 |
| 5 | <p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p> | <p>c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0</p> <p><i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i></p> | <p>There was no evidence that the DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement Performance Improvement Plans (PIPs).</p> | 0 |

Human Resource Management and Development

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|---|---|--|---|---|
| 6 | Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff | 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 budgeted UGX74,400,000 for Water & Sanitation staff that included: Civil Engineer(Water and Engineering Assistant (Water)/Borehole Maintenance Technician &. Assistant Water Officer for mobilization was budgeted on contract under the Development grant UGX9,600,000 and Assistant Water Officer for sanitation & hygiene was on secondment from District Health Sector. | 2 |
| | <i>Maximum 4 points on this performance measure</i> | | | |
| 6 | Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff | 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 Officer budgeted UGX89,607,180 for the Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: | 2 |
| | <i>Maximum 4 points on this performance measure</i> | | | |
| 7 | Performance Management: The LG appraised staff and conducted trainings in line with the district training plans. | a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3 | There was evidence at the time of assessment that DWO had appraised all the three District Water Office staff against the agreed performance plans within the prescribed date of 30/6/2023. The three staff Assistant Engineering Officer (Kavuma Vicent), Office Attendant (Senyondo Jude Mark) and driver (Segawa William) were appraised by the District Water Officer (Kayaga Auther) on 30/6/2023. | 3 |
| | <i>Maximum 6 points on this performance measure</i> | | | |
| 7 | Performance Management: The LG appraised staff and conducted trainings in line with the district training plans. | 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 | Performance Appraisals for District Water staff were availed, and they contained their capacity needs. However, training activities in adherence to the training plans for all DWO staff at district level were not implemented and documented in the training database. | 0 |
| | <i>Maximum 6 points on this performance measure</i> | | | |

Management, Monitoring and Supervision of Services.

| | | | | |
|---|---|--|---|---|
| 8 | 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. | <ul style="list-style-type: none"> • 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 | According to the 4th quarter Progress Report for the FY 2022/2023 signed by the CAO on 13/07/2023 and filed by the Central Registry of the MoWE on 20/07/2023, Buikwe district, at the end of FY 2022/2023, had an overall safe water coverage of 63% | 3 |
|---|---|--|---|---|

Maximum 6 points on this performance measure

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

with urban access to safe water at 36% and rural access at 76%.

It was established from the Uganda Water Supply Atlas information that the rural access of 76% was calculated using information from eight (#8) LLGs broken down below:

- Buikwe-Rural SC (95%), Ngogwe SC (95%), Najja SC (79%), and Ssi-Bukunja SC (81%) all found in Buikwe South Constituency.
- Kawolo Division (63%) and Najjembe Division (91%) found in Lugazi Municipality.
- Nyenga Division (62%) and Wakisi Division (70%) found in Njeru Municipality.

However, the DWO emphasized that out of these, only the four (#4) LLGs of Buikwe-Rural, Ngogwe, Ssi-Bukunja and Najja which are found in Buikwe South Constituency are considered while allocating resources for WSS facilities since the rest are currently in Municipalities and therefore, under the gazette of the NWSC. These four LLGs have coverages which are higher than both the Rural and the overall district safe water coverage.

According to the AWP for the FY 2023/2024, received and signed by the CAO on 13/07/2023 and approved by the Central Registry of the MoWE on 20/07/2023, the DWO plans to implement the following WSS projects in the current FY; -

1. Construction of a Public Water Borne Toilet in Buikwe-Rural SC at Ushs.64,000,000.
2. Design of Ssi Piped Water Extension to Sangara-Alice Primary School & Ssungu-Binga (Ssi-Bukunja SC) at Ushs.10,000,000.
3. Construction of Ssi Piped Water Extension to Sangara-Alice Primary School & Ssungu-Binga (Ssi-Bukunja SC) at Ushs.200,000,000.
4. Design of Kawomya Piped Water Extension to Ngogwe HC III and Namulesa-Nangunga (Ngogwe) at an estimated cost of Ushs.15,000,000
5. 28 deep Borehole Rehabilitations with 7 each in Buikwe-Rural SC at UShs.21,000,000, Ngogwe SC at Ushs.21,111,000, Ssi-Bukunja SC at

Ushs.23,000,000 and Najja SC at Ushs.15,000,000

6. Drilling of 4 Deep Boreholes with 1 each in Najja SC and Buikwe-Rural and 2 in Ssi-Bukunja at Ushs.27,000,000 each.

All the above sub countries have percentage access above the district average (76%).

8

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

3

In the 1st Quarter Progress Report for FY 2023/2024 signed by CAO on 12/10/2023 and received by the Central Registry of the MoWE on 23/10/2023, under the section for Quarter One Software Report for FY 2023/2024, there was evidence that the DWO conducted planning and advocacy meetings in the following minutes:

- Minutes for the Planning and Advocacy Meeting held on 06/09/2023 at Ssi Sub County
- Minutes for the Planning and Advocacy Meeting held on 07/09/2023 at Ngogwe Sub County
- Minutes for the Planning and Advocacy Meeting held on 08/09/2023 at Najja Sub County
- Minutes for the Planning and Advocacy Meeting held on 11/09/2023 at Buikwe Sub County

In these meetings, they communicated to the LLGs, among other aspects, the allocations per source for the following WSS Projects which are to be implemented in the current FY:

1. Construction of a Public Water Borne Toilet in Buikwe-Rural SC at Ushs.64,000,000.
2. Design of Ssi Piped Water Extension to Sangara-Alice Primary School & Ssungu-Binga (Ssi-Bukunja SC) at Ushs.10,000,000.
3. Construction of Ssi Piped Water Extension to Sangara-Alice Primary School & Ssungu-Binga (Ssi-Bukunja SC) at Ushs.200,000,000.
4. Design of Kawomya Piped Water Extension to Ngogwe HC III and Namulesa-Nangunga (Ngogwe) at an estimated cost of Ushs.15,000,000
5. 28 deep Borehole Rehabilitations

with 7 each in Buikwe-Rural SC at UShs.21,000,000, Ngogwe SC at UShs.21,111,000, Ssi-Bukunja SC at UShs.23,000,000 and Najja SC at UShs.15,000,000

6. Drilling of 4 Deep Boreholes with 1 each in Najja SC and Buikwe-Rural and 2 in Ssi-Bukunja at UShs.27,000,000 each.

This information was also available on the DWO Notice Board in documents dated 20/09/2023.

9

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

4

There was 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.) in the quarterly data update reports signed by the DWO as seen detailed below:

- 1st quarter data update report signed by CAO on 12/10/2022 and received by the Central Registry of MoWE on 14/10/2022.
- 2nd quarter data update report signed by CAO on 09/01/2023 and received by the Central Registry of MoWE on 13/01/2023.
- 3rd quarter data update report signed by CAO on 14/03/2023 and received by the Central Registry of MoWE on 24/04/2023.
- 4th quarter data update report signed by CAO on 13/07/2023 and received by the Central Registry of MoWE on 20/07/2023.

These contained Form 4s for old facilities and Form 1s for new facilities capturing all the necessary information collected from the quarterly monitoring of these WSS facilities. Therefore, **100%** of all WSS facilities were monitored quarterly.

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

The following quarterly progress reports for the FY 2022/2023 were provided for review:

1. 1st quarter progress report signed by CAO on 12/10/2022 and received by the Central Registry of MoWE on 14/10/2023.
2. 2nd quarter progress report signed by CAO on 09/01/2023 and received by the Central Registry of MoWE on 13/01/2023.
3. 3rd quarter progress report signed by CAO on 14/04/2023 and received by the Central Registry of MoWE on 24/04/2023.
4. 4th quarter progress report signed by CAO on 13/07/2023 and received by the Central Registry of MoWE on 20/07/2023.

In these quarterly progress reports, quarterly software reports were incorporated which provided 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. Below are the details of the DWSCC meetings for which minutes were seen:

1. 1st quarter DWSCC meeting held on 22/09/2022.
2. 2nd quarter DWSCC meeting held on 13/12/2022.
3. 3rd quarter DWSCC meeting held on 23/02/2023.
4. 4th quarter DWSCC meeting held on 23/06/2023.

Some of the key issues discussed in the DWSCC meetings include the following:

- Land Policy issues for water infrastructure.
- Vandalism of water facilities has increased with limited involvement of Police.
- Environment and Sanitation around PSPs is very poor, yet Umbrella takes the entire management of the system.

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

According to the AWP for the FY 2023/2024, received and signed by the CAO on 13/07/2023 and approved by the Central Registry of the MoWE on 20/07/2023, the DWO plans to implement the following WSS projects in the current FY; -

1. Construction of a Public Water Borne Toilet in Buikwe-Rural SC at Ushs.64,000,000.
2. Design of Ssi Piped Water Extension to Sangara-Alice Primary School & Ssungu-Binga (Ssi-Bukunja SC) at Ushs.10,000,000.
3. Construction of Ssi Piped Water Extension to Sangara-Alice Primary School & Ssungu-Binga (Ssi-Bukunja SC) at Ushs.200,000,000.
4. Design of Kawomya Piped Water Extension to Ngogwe HC III and Namulesa-Nangunga (Ngogwe) at an estimated cost of Ushs.15,000,000
5. 28 deep Borehole Rehabilitations with 7 each in Buikwe-Rural SC at UShs.21,000,000, Ngogwe SC at Ushs.21,111,000, Ssi-Bukunja SC at Ushs.23,000,000 and Najja SC at Ushs.15,000,000
6. Drilling of 4 Deep Boreholes with 1 each in Najja SC and Buikwe-Rural and 2 in Ssi-Bukunja at Ushs.27,000,000 each.

On the DWO Notice Board, these details were displayed in documents dated 20/09/2023 which is evidence that allocations for the current FY to all LLGs including those with safe water coverage below the LG average have been displayed at notice boards.

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

According to the AWP for the FY 2022/2023, received and signed by the CAO on 12/07/2022 and approved by the Central Registry of the MoWE on 19/07/2022, the total NWR rural water and sanitation budget was **Ushs.53,888,832** out of which a total of **Ushs.28,088,832** was allocated towards mobilization activities which is **52%** of the total NWR budget.

10

Mobilization for WSS is conducted

Maximum 6 points on this performance measure

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

The following quarterly progress reports for the FY 2022/2023 were provided for review:

1. 1st quarter progress report signed by CAO on 12/10/2022 and received by the Central Registry of MoWE on 14/10/2023.

2. 2nd quarter progress report signed by CAO on 09/01/2023 and received by the Central Registry of MoWE on 13/01/2023.

3. 3rd quarter progress report signed by CAO on 14/04/2023 and received by the Central Registry of MoWE on 24/04/2023.

4. 4th quarter progress report signed by CAO on 13/07/2023 and received by the Central Registry of MoWE on 20/07/2023.

Under the quarterly software report section of these reports, there was evidence that WSCs were established and trained on their roles and on O&M of WSS facilities.

From the projects that were visited, WSCs were found to have been trained and understood their roles. The visited projects were:

1. A public Water Borne Public Toilet constructed by Yolums in Ajjijja-Malongwe

2. 1 newly drilled borehole, DWD 81503, commissioned on 06/05/2023 in Bulega Village, Najja SC

3. 1 newly rehabilitated borehole, DWD 59871, commissioned on 24/03/2016 in Mayirikiti Village, Ngogwe SC

Investment Management

11

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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

There was evidence of existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG in the Asset Register availed to me, dated 15/07/2023 that contained details of all WSS facilities in the district.

4

11

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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 appraisals, the investment derived from the LG Development Plan 2020/21-2024/25(Page 81-107) and were eligible for funding under sector guidelines as indicated in the minutes dated 29/3/2023, page 2, for the projects implemented in the year 2023/24. The projects appraised included:

- 1.6 - stance water borne toilet constructed in Malongwe trading centre Buikwe Rural Sub county at Ugx65,000,000;
2. Three deep bore hall(Hand pump) drilled in Najja and Ssi Sub counties at Ugx120,000,000; and
3. Extension of Mpogo Piped water system to the following villages ie Gulama, Wankwale and Kikoko in Najja Sub county at Ugx160,000,000.

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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

According to the AWP for the FY 2023/2024, received and signed by the CAO on 13/07/2023 and approved by the Central Registry of the MoWE on 20/07/2023, the DWO plans to implement the following WSS projects in the current FY; -

1. Construction of a Public Water Borne Toilet in Buikwe-Rural SC.

2. Design of Ssi Piped Water Extension to Sangara-Alice Primary School & Ssungu-Binga (Ssi-Bukunja SC).

3. Construction of Ssi Piped Water Extension to Sangara-Alice Primary School & Ssungu-Binga (Ssi-Bukunja SC).

4. Design of Kawomya Piped Water Extension to Ngogwe HC III and Namulesa-Nangunga (Ngogwe).

5. 28 deep Borehole Rehabilitations with 7 each in Buikwe-Rural SC, Ngogwe SC, Ssi-Bukunja SC and Najja SC.

6. Drilling of 4 Deep Boreholes with 1 each in Najja SC and Buikwe-Rural and 2 in Ssi-Bukunja.

A community application file was availed which contained community applications. However, it was established that not all planned investments for the current FY had community applications.

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2

The LG conducted field appraisals, the investments were technically feasible, environmentally and socially acceptable and were customized for investment as indicated in reports dated 19/4/2023, for the projects being implemented in the year 2023/24. The projects appraised included: 19/4/2023 for 23/24 pages 1-13

1.6 - stance water borne toilet constructed in Malongwe trading centre Buikwe Rural Sub county at Ugx65,000,000;

2. Three deep bore hall(Hand pump) drilled in Najja and Ssi Sub counties at Ugx120,000,000; and

3. Extension of Mpogo Piped water system to the following villages ie Gulama, Wankwale and Kikoko in Najja Sub county at Ugx160,000,000.

Planning and Budgeting for Investments is conducted effectively

Maximum 14 points on this performance measure

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 Evidence that all water infrastructure projects for the current FY (2023/2024 FY) were screened for environmental and social risks/impacts and ESIA/ESMPs prepared before the projects were approved for construction as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following phased/rolling/multi-year water sector infrastructure projects:

1. Buikwe DLG Department of Natural Resources and Community Based Services Department presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Water Borne Toilet Facility at Ajjijja Trading Centre in Ajjijja village, Malongwe, Buikwe Sub-County. The ESSF and Costed ESMP dated 27th November 2022, signed by District Senior Environmental Officer – Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer – Mutebi Masitullah.

2. Buikwe DLG Department of Natural Resources and Community Based Services Department presented completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for Construction of two (2) Boreholes i.e, Kikoma Borehole and Bulega Borehole. The ESSFs and Costed ESMPs dated 30th November 2022, signed by District Senior Environmental Officer – Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer – Mutebi Masitullah.

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| 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 water infrastructure investments were incorporated in the LG approved procurement plan. Below were the sampled projects; <ol style="list-style-type: none"> 1. Construction of piped water system Phase III Najja sub county. budgeted UGX. 200,000,000 2. Rehabilitation of borehole hand pumps, Ugx. 50,000,000 3. Water quality testing reagents, budgeted at Ugx. 5,000,000 4. Construction of a public water borne toilet in Buikwe rural, budgeted at Ugx. 85,000,000 <p>This was submitted by Mr. Kayaga Arthur on 11th/10/2022 and consolidated by Ms. Namayanja Suzan.</p> | 2 |
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| 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 were approved by the CC. In the CC meeting dated 2nd/9/2022, CC min no. 13/DCC/21-22 approved the following infrastructures for implementation. <ol style="list-style-type: none"> 1. Construction of piped water system Phase III Najja sub county. budgeted UGX. 200,000,000 2. Rehabilitation of borehole hand pumps, Ugx. 50,000,000 3. Water quality testing reagents, budgeted at Ugx. 5,000,000 4. Construction of a public water borne toilet in Buikwe rural, budgeted at Ugx. 85,000,000 <p>This was submitted by Mr. Kayaga Arthur on 2nd/09/2022 and consolidated by Ms. Namayanja Suzan.</p> | 2 |
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| 12 | <p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> | <p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p> | <p>There was evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines.</p> | 2 |
| | <p><i>Maximum 14 points on this performance measure</i></p> | | <p>Eng. Seguya Fredrick - DE, Mr. Kayaga Arthur - DWO Mr. Kiganda Sewanyo Sam -CDO, Ms. Nakiri Jazira .K - SEO, Mr. Kawuma ronald TC Nkokonjeru</p> <p>These were appointed and established on 21st/3/2023 by CAO, Mr. Dunstan Balaba.</p> | |
| 12 | <p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> | <p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p> | <p>The following documents pertaining to the Standard Technical Designs for the sampled WSS projects were provided and subsequently reviewed by the assessor.</p> | 0 |
| | <p><i>Maximum 14 points on this performance measure</i></p> | | <ol style="list-style-type: none"> 1. Final Design Report prepared in May 2020 by IPMS Engineers and Development Planners for the Mpogo-Bukonero Piped Water System. 2. Contract Document for the Drilling of two boreholes, BUIK816/WRKS/22-23/00013 by Hamuna Holdings Ltd signed on 31/10/2022 in which the standard technical designs were embedded. 3. Contract Document for the Construction of a water borne toilet, BUIK816/WRKS/22-23/00012 by Yolums Ltd signed on 25/10/2022 in which the standard technical designs were embedded. <p>The projects were visited and it was established that the Public Toilet did not have provision for hand rails in the stance for PWDs as per standard technical designs.</p> | |

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| 12 | <p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> | <p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p> | <p>There was evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects quarterly as listed below, the supervision meeting dated 30th/6/2023 was done in fourth quarter, signed by Mr. Kayaga Arthur - DWO, the second site supervision report dated 1st/4/2023 was done at the end of third quarter, 10th/1/2023 was a supervision meeting and supervision report marking the end of second quarter and finally 4th October 2023, supervision report for the first quarter marks the end of annual quarterly report.</p> | 2 |
| | <p><i>Maximum 14 points on this performance measure</i></p> | | | |
| 12 | <p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> | <p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p> | <p>There was evidence that the DWO verified works and initiated payments of contractors within specified timeframe. The sampled projects were:</p> <ol style="list-style-type: none"> 1. Works by Yolums Ltd on the construction of a water bone toilet at Buikwe SC worth Ugx63,613,481 submitted on 14/12/2022 were verified works and initiated for payments by the DWO on 14/12/2022 (1 day) and paid on 19/12/2022; 2. Works by Rosan Ltd on the Mechanised piped water worth Ugx 40,240,020 submitted on 8/5/2023 were verified works and initiated for payments by the DWO on 10/5/2023 (2 days) and paid on 15/6/2023; and 3. Works by Hamuna Ltd on the construction of 2 boreholes worth Ugx 57,558,000 submitted on 9/5/2023 were verified works and initiated for payments by the DWO on 10/5/2023 (1 day) and paid on 15/6/2023. | 2 |
| | <p><i>Maximum 14 points on this performance measure</i></p> | <p>o If 100 % contracts paid on time: Score 2 o If not score 0</p> | | |

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 of a complete procurement file. project name: Drilling of two boreholes in Bulega and Kikoma b under procurement number: Buik/816/works/2022-23/00013.

The evaluation report was done on 14th/9/2022, three bidders were solicited as follows;

1. East African boreholes Ltd, bid Ugx. 51,532,960

2. Aeonanga Investments Ltd, bid Ugx. 59,755,200

3. Hamuna Holdings Ltd, bid Ugx. 59,132,800

in the evaluation committee chaired by Mr. Bbosa Richard, an arithmetic error was identified in Hamuna Holdings Ltd's quotation and causing variation in his bid quotation submission figure. This was recorded under **BDCC/09/2022/15** which showed a variation between the bid submission sheet and the contract amount.

4. In the Contracts Committee meeting numbered **BDCC/09/2022/15**, the evaluation report was approved and the contract was awarded to M/s. Hamuna Holdings Ltd. A contract agreement was signed between the LG and M/s Hamuna Holdings Limited. This was signed by Mr. Kuruhiira Godfrey M.A the CAO on **31st/10/2022** and the CEO- Hamuna Holdings Ltd Mr. Hannington Musudo.

Environment and Social Requirements

Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework

Maximum 3 points this performance measure

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 was Evidence that Buikwe DLG Water Supply, Sanitation Services and Environment related grievances had been recorded, investigated, and responded to by DWO in liaison with the District Grievance Redress Committee and in line with the LG grievance redress framework as records of water and environment sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log. For instance:

1. On 7th December 2022, Scheme Attendant for Nalumuli Water System filed a complaint regarding vandalism of solar panel for the Nalumuli Water System. The case was reported to DWO and culprits arrested by police and issue resolved.
2. On 10th May 2023, Scheme Attendant for Gunda Water System filed a complaint regarding vandalism of the Gunda Water System. The case was reported to DWO and culprits arrested by police and issue resolved.
3. Similar complaint had been filled by Scheme Attendant for Kawomya Water System on 10th March 2023, regarding vandalism of the batteries for Kawomya Water System. The case was reported to DWO and culprits arrested by police and issue resolved on 13th March 2023.
4. On 8th November 2022, Scheme Attendant for Mpogo Water System filed a complaint regarding land disputes at the Mpogo Water System. The case was reported to DWO and ethe land owner was engaged and issue resolved.

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| 14 | <p>Safeguards for service delivery</p> <p><i>Maximum 3 points on this performance measure</i></p> | <p>Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:</p> <p>Score 3, If not score 0</p> | <p>Although, the Buikwe DLG DWO was found to possess the guidelines on water source and catchment protection and natural resource management, however, there was NO Evidence that Buikwe DLG DWO and Environment Officer had disseminated the said guidelines on water source and catchment protection and natural resource management. No dissemination list for Water Sector Guidelines to Community Development Officers on Water Source and Catchment Management was provided by the LG to the assessor.</p> | 0 |
| 15 | <p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p> | <p>a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0</p> | <p>There was NO Evidence that Buikwe DLG water source protection plans and natural resource management plans for Water Supply and Sanitation Services facilities and infrastructure projects constructed during the previous FY (2022/2023 FY) were prepared and implemented as the plans themselves, site visit reports and monthly monitoring reports were all NOT available</p> | 0 |
| 15 | <p>Safeguards in the Delivery of Investments</p> <p><i>Maximum 10 points on this performance measure</i></p> | <p>b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:</p> <p>Score 3, If not score 0</p> | <p>There was evidence that WSS projects are implemented on land where the LG has proof of ownership. Three WSS projects were sampled, and their land agreements seen and examined:</p> <ol style="list-style-type: none"> 1. Mutual Land Agreement between Buikwe DLG and Mr. Mayanja Moses of Kikoma B, Ssugu, Buikwe SC; signed on 14/08/2022 for borehole construction. 2. Mutual Land Agreement between Buikwe DLG and Mr. Lubowa Sulaiman Yusuf of Buyomba Mpulusi, Najja SC; signed on 22/12/2021 for the construction of a Water Storage Reservoir Tank Facility on a piece of land of size (10 by 10) metres. 3. Mutual Land Agreement between Buikwe DLG and Bulega Primary School in Najja SC; signed on 25/01/2023 for borehole construction on a piece of land of size (7 by 7) feet. | 3 |

Safeguards in the
Delivery of Investments

*Maximum 10 points on
this performance
measure*

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

Score 2, If not score 0

There was evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices on the following:

1. Works by Yolums Ltd on the construction of a water bone toilet at Buikwe SC worth Ugx63,613,481 submitted on 14/12/2022 were certified by the Environment officer and CDO on 14/12/2022 before payment on 19/12/2022;
2. Works by Rosan Ltd on the Mechanised piped water worth Ugx 40,240,020 submitted on 8/5/2023 were certified by the Environment officer and CDO on 10/5/2023 before payment on 15/6/2023; and
3. Works by Hamuna Ltd on the construction of 2 boreholes worth Ugx 57,558,000 submitted on 9/5/2023 were certified by the Environment officer and CDO on 10/5/2023 before payment on 15/6/2023.

Safeguards in the Delivery of Investments

Maximum 10 points on this performance measure

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

Score 2, If not score 0

There was Evidence that Buikwe DLG Environmental Officer and CDO conducted monitoring of Water Supply and Sanitation Services infrastructure projects to ascertain compliance with ESMPs and to verify implementation of mitigation measures as LG presented the following monitoring reports for implementation of environmental and social mitigation measures for any Water Supply and Sanitation Services infrastructure projects:

1. Buikwe DLG Department of Natural Resources and Community Based Services Department presented a report on 'Environmental Monitoring Reports for the Construction of Water Borne Toilet Facility at Ajjijja Trading Centre in Ajjijja village, Malongwe, Buikwe Sub-County. The reports were for different months including May and June 2023 (for instance one was dated 17th May 2023) and were signed by District Senior Environmental Officer - Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer - Mutebi Masitullah.

2. Buikwe DLG Department of Natural Resources and Community Based Services Department presented a report on 'Environmental Monitoring Reports for the Construction of two (2) Boreholes i.e, Kikoma Borehole and Bulega Borehole. The reports were for different months including May and June 2023 (for instance one was dated 17th May 2023) and were signed by District Senior Environmental Officer - Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer - Mutebi Masitullah.

**Micro-scale
Irrigation
Performance
Measures**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|--|--|--|--|-------|
| Local Government Service Delivery Results | | | | |
| 1 | <p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p> | <p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p> | <p>Buikwe district LG has Up-to date data on irrigated land for the 2021/2022 and 2022/2023. In 2021/2022, 377.8 acres were under irrigation with 2.8 acres being microscale grant beneficiaries and 375 acres being non beneficiaries of microscale irrigation as per the irrigated data prepared by the Senior Agricultural engineer (Water for production) and received by the central registry on 07/07/2022</p> <p>In 2022/2023, the total irrigated land was 431 acres of which 56 acres are beneficiaries of microscale irrigation while non beneficiaries are 375 acres as per the data sheet signed by the Senior Agricultural engineer (Water for production) and received by the Central registry on 23/07/2023</p> | 2 |
| 1 | <p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p> | <p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> • By more than 5% score 2 • Between 1% and 4% score 1 • If no increase score 0 | <p>Irrigated land in Buikwe LG increased from 377.8 acres in the FY 2021/2022 to 431 acres in FY 2022/2023 which translates into 53.2 acres increase. The percentage increase was 14.08% as per the data sheet signed by the Senior Agricultural engineer (Water for production) and received by the Central Registry on 07/07/2022 for FY 2021/2022 and on 23/07/2023 for FY 2022/2023.</p> | 2 |

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|---------------|--|---|--|-----|-----|-------|-----|-----------|-----|--------|-----|-----------|-----|---------------|-----|------------|-----|-------|-----|---------|-----|---|
| 2 | <p>N23_Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p> | <p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> • Above 70%, score 4 • 60% - 70%, score 2 • Below 60%, score 0 | <p>The average LLGs performance in the micro-scale irrigation sector was 100%. All the 7 LLGs below scored 100% in the sector:</p> <table border="0"> <tr><td>SSI</td><td>100</td></tr> <tr><td>NAJJA</td><td>100</td></tr> <tr><td>BUIKWE SC</td><td>100</td></tr> <tr><td>NGOGWE</td><td>100</td></tr> <tr><td>BUIKWE TC</td><td>100</td></tr> <tr><td>NKOKONJERU TC</td><td>100</td></tr> <tr><td>KIYINDI TC</td><td>100</td></tr> <tr><td>Total</td><td>700</td></tr> <tr><td>Average</td><td>100</td></tr> </table> | SSI | 100 | NAJJA | 100 | BUIKWE SC | 100 | NGOGWE | 100 | BUIKWE TC | 100 | NKOKONJERU TC | 100 | KIYINDI TC | 100 | Total | 700 | Average | 100 | 4 |
| SSI | 100 | | | | | | | | | | | | | | | | | | | | | |
| NAJJA | 100 | | | | | | | | | | | | | | | | | | | | | |
| BUIKWE SC | 100 | | | | | | | | | | | | | | | | | | | | | |
| NGOGWE | 100 | | | | | | | | | | | | | | | | | | | | | |
| BUIKWE TC | 100 | | | | | | | | | | | | | | | | | | | | | |
| NKOKONJERU TC | 100 | | | | | | | | | | | | | | | | | | | | | |
| KIYINDI TC | 100 | | | | | | | | | | | | | | | | | | | | | |
| Total | 700 | | | | | | | | | | | | | | | | | | | | | |
| Average | 100 | | | | | | | | | | | | | | | | | | | | | |

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| 3 | <p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p> | <p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p> | <p>The development component of micro-scale irrigation grant was used on eligible activities.</p> <p>These included procurement and installation of solar powered irrigation equipment at Mr. Ssozi John of Kitabazi village in Najja subcounty for payment done on 22/12/2023 and the accompanying manuals, Design, supply and installation of microscale to Mr. Ssesanga Godfrey of Kasubi town in Buikwe subcounty for payment done on 22/12/2023, design and installation an irrigation demonstration site at Nyenga, Njeru municipality for payment done 21/6/2023, design supply and installation of an irrigation demonstration site Baskaville SS Ngogwe subcounty for payment done 21/6/2023 and design, supply and installation of drag horse pipe system powered by submersible solar pump for Tamale Michael in Ddungu village in Ngogwe subcounty for payment done on 21/06/2023 as per the budget performance report for FY 2022/2022 dated 10/08/2023 following the grant guideline for the FY 2022/2023.</p> | 2 |
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| 3 | Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines | b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0 | <p>There was evidence that the approved farmer signed an Acceptance Form confirming that equipment was working well, before the LG made payments to the suppliers: These included the following payments:</p> <ol style="list-style-type: none"> 1. Bata ltd Ugx 23,966,000 for the design and supply of installation site for Ntegerize Patiency who signed the acceptance letter on 22/4/2023 before payment was made on 15/6/2023; 2. Bata ltd Ugx 18,970,000 for the design and supply of installation site for Dembe Appolo who signed the acceptance letter on 21/4/2023 before payment was made on 15/6/2023; and 1. Grow more ltd Ugx 28,103,270 for the design and supply of installation site for Nyenga SSS who signed the acceptance letter on 21/4/2023 before payment was made on 28/6/2023. | 1 |
| 3 | Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines | Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0 | <p>There was evidence that the variations in the contract price for establishment of irrigation sites are within +/-20% for example according the supplier contracts for Mr.Tamale Micheal , Ngogwe subcounty contract No. Buik/816/WORKS/22-23/000026-31 whose contract quote was 21,300,000/- and average Engineer's estimated of 25,650,000 from the Irritrack Designs and cost estimate dated 16/05/2022 resulting into a variation of -16.95% and Mr. Galiwango Isaac, Ngogwe S/C Contract No. Buil/816/WORKS/22-23/000026-29 whose supplier quote was 21,500,000/- and average Engineer's estimated of 23,450,000/- from the Irritrack Designs and cost estimate dated 01/02/2023 resulting into a variation of --7.66%.</p> | 1 |
| 3 | Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines | <p>d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY</p> <ul style="list-style-type: none"> • If 100% score 2 • Between 80 – 99% score 1 • Below 80% score 0 | <p>There was evidence that some of the planned irrigation sites where contracts were signed in the FY 2022/2023 were completed within the FY. Out of the 28 irrigation sites whose contracts were signed within FY 2022/2023, only 27 irrigation sites were completed with the FY translating into a percentage completion of 96.4% as per the Budget performance report for the FY 2022/2023 dated 10/08/2023. Examples of the supplier contracts are; for Mr.Tamale Micheal , Ngogwe subcounty contract No. Buik/816/WORKS/22-23/000026-31 Mr. Galiwango Isaac, Ngogwe S/C Contract No. Buil/816/WORKS/22-23/000026-29. Examples of partial Completion certificates are for; Mr. Tamale Micheal of Ngogwe S/C whose site was completed on 23/06/2023 according the completion certificate that was signed Senior Agricultural Engineer (Water for Production) and the Chief Administrative officer on 23/10/2023, Mr. Galiwango Isaac, Ngogwe S/C whose site was completed on 20/06/2023 as per the partial completion certificate signed by Senior Agricultural Engineer (Water for Production) and the Chief Administrative Officer on 20/06/2023.</p> | 1 |

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| 4 | Achievement of standards: The LG has met staffing and micro-scale irrigation standards | a) Evidence that the LG has recruited LLG extension workers as per staffing structure | There was evidence that at the time of assessment, the three sampled LLG (Ngogwe S/C, Kiyindi T/C and Ssi Bukunja S/C had staff lists that included all the extension staff who signed the attendance register on daily basis. There was a total of 9 extension workers posted and working in the 3 sampled LLGs as follows: | 1 |
| | Maximum score 6 | <ul style="list-style-type: none"> • If 100% score 2 • If 75 – 99% score 1 • If below 75% score 0 | <ul style="list-style-type: none"> • Ngogwe S/C had 5 out of 6 extension staff posted and included Fisheries Officer, Agricultural Officer and Veterinary Officer. • Kiyindi Town Council had 1 out of 4 extension staff posted and included; Assistant Fisheries Officer, Agricultural Officer and Veterinary Officer; • Ssi Bukunja S/C had all 6 extension staff posted and included; Fisheries Officer, Assistant Fisheries Officer, Agricultural Officer, Assistant Agricultural Office, Veterinary Officer and Assistant Veterinary Officer. | |
| | | | Total approved structure for the 3 LLGs was 16 staff and total filled was 12, representing 75% | |
| 4 | Achievement of standards: The LG has met staffing and micro-scale irrigation standards | b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF | There was no evidence that the micro-scale irrigation equipment installed at the three irrigation sites of Ddembe Appolo site in Najjembe division, Ssozi John in Najja subcounty and Ngogwe Baskaville in Ngigwe subcounty meets the standards as defined by MAAIF since there was no Inventory of the installed micro scale irrigation equipment for the above three irrigation sites | 0 |
| | Maximum score 6 | <ul style="list-style-type: none"> • If 100% score 2 or else score 0 | | |
| 4 | Achievement of standards: The LG has met staffing and micro-scale irrigation standards | b) Evidence that the installed micro-scale irrigation systems during last FY are functional | The three samples irrigation systems of Ddembe Appolo site in Najjembe division, Ssozi John in Najja subcounty and Ngogwe Baskaville in Ngigwe subcounty were 100% functional at the time of assessment | 2 |
| | Maximum score 6 | <ul style="list-style-type: none"> • If 100% are functional score 2 or else score 0 | | |

Performance Reporting and Performance Improvement

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| 5 | <p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p> | <p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p> | <p>There was evidence that at the time of assessment, the three sampled LLG (Ssi Bukunja S/C, Kiyindi T/C, and Ngogwe S/C had staff lists that included all the extension staff who signed the attendance register on daily basis. There was a total of 12 extension workers posted and working in the 3 sampled LLGs as follows:</p> <ul style="list-style-type: none"> • Ssi Bukunja S/C had 6 extension staff posted and included Fisheries Officer, Assistant Fisheries Officer, Agricultural Officer. Assistant Agricultural Officer, Veterinary Officer and Assistant Veterinary Officer; • Kiyindi Town Council had only one (1) extension staff posted and included; Assistant Fisheries Officer; • Ngogwe S/C had 5 extension staff posted and included; Fisheries Officer, Assistant Fisheries Officer, Agricultural Officer. Assistant Agricultural Officer, and Veterinary Officer.. <p>Therefore, the information on position of extension workers filled was accurate for all the three sampled LLGs</p> | 2 |
| 5 | <p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p> | <p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p> | <p>There was no evidence that the information on microscale irrigation systems installed and functioning was accurate because there was no inventory of micro-scale irrigation equipment in the irrigation sites sampled ie Ddembe Appolo site in Najjembe division, Ssozi John in Najja subcounty and Ngogwe Baskaville in Ngogwe subcounty</p> | 0 |
| 6 | <p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p> | <p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p> | <p>The information on new irrigated land functionality of irrigation equipment installed (Nyenga SS irrigation demonstration site in Njeru Municipality and Baskaville SS irrigation demonstration site in Ngogwe subcounty),provision of complementary services like farmer field days, awareness raising for leaders, farmer exchange visit and expression of interest was collected on a quarterly basis as per the Quarter 1 report signed by the CAO on 01/11/2022, Quarter 2 report signed by the CAO on 20/01/2023, Quarter 3 report signed by the CAO on 13/04/2023 and Quarter 4 report signed by the CAO on 18/07/2023.</p> | 2 |

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| 6 | Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans Maximum score 6 | b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0 | Buikwe district LG has entered up-to-date LLG information into MIS/Irritrack which has 546 expression of interest which is above the Buikwe district target of 120 and 271 farm visits which is above the Buikwe district target of 61 farm visits as per the data for MIS reports that were collected on 30/01/2023 for Buikwe town council, 16/01/2023 for Kawolo Division, 9/05/2023 for Kiyindi town council, 1/12/2023 for Najja subcounty, 12/05/2022 for Najjembe Division, 3/02/2023 for Ngogwe sub county, 27/02/2023 for Nkokonjeru town council, 11/05/2023 for Wakisi Division | 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 | Buikwe district LG has prepared quarterly reports using information compiled from LLGs in the MIS/Irritrack as per the Quarter 1 report signed by the CAO on 01/11/2022, Quarter 2 report signed by the CAO on 20/01/2023, Quarter 3 report signed by the CAO on 13/04/2023 and Quarter 4 report signed by the CAO on 18/07/2023. The LLGs that compiled performance information for submission in MIS were Buikwe town council, Kawolo Division, Kiyindi town council, Najja subcounty, Najjembe Division, Ngogwe sub county, Nkokonjeru town council and Wakisi Division. | 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 | d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0 | Buikwe district LG developed and approved performance improvement plans for the lowest performing LLGs as per approved performance plan signed by Senior Assistant Secretary -Ssi subcounty on 3/05/2023, Ssi Sub County chairperson on 31/05/2023 and CAO on 01/01/2023. | 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 | ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0 | No PIP implementation reports were available at the time assessment | 0 |

Human Resource Management and Development

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| 7 | Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines | <p>a) Evidence that the LG has:</p> <p>i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0</p> | Buikwe district LG budgeted for extension workers as per guidelines according to the performance contract for FY 2022/2023 signed by the DPO on 01/07/2023 and the CAO on 01/07/2023 where it is indicated that extension workers from all the four sections of production department (crop, veterinary, fisheries and entomology) budgets and workplans were developed in line with government policies. | 1 |
| 7 | Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines | <p>ii Deployed extension workers as per guidelines score 1 or else 0</p> | <p>The extension workers have been deployed as per the guidelines and currently engaged in program implementation activities as per the staff register prepared by the district production officer on 01/07/2022. They include Kyambadde Maurice (District headquarters), Kanakulya Luswata Rashid (Nkokonjeru town council), Ssewankambo Christopher (Ssi subcounty), Kizito Edward (Najja subcounty), Muteba Ibrahim Najja subcounty), Luwedde Mariam (Buikwe subcounty), Mbogo Cyrus (Buikwe subcounty), Semakula Yasin (Ngogwe subcounty), Naiwumbwe Cerina (Ngogwe subcounty), Tilandekula Joseph (district headquarters), Kayondo James (Buikwe town council) and Andima Vincent (Ssi subcounty), Mwanje Gerald (District headquarters), Buluma Wanjala Simon (Ssi subcounty), Naggadya Sophia (Najja subcounty), Migadde Moses (Buikwe subcounty), Musoke Charles (Nkokonjeru subcounty), Kagumba Frank (Ngogwe subcounty), Nsambi Robert (Najja subcounty), Wafula Moses (Ssi subcounty), Kikome Mary Okong (District headquarters), Ssengendo Francis (District headquarters), Ssegaluma George William (Buikwe subcounty), Katali James (District headquarters), Baligeya Kaalo Patrick (Ssi subcounty), Kafuba James Buyinza (Ssi subcounty), Mugoya Jonnex Musitwa (Njeru municipality), Logose Perus (Kiyindi town council), Kasinga Micheal (Ngogwe subcounty), Andabati John Otei (Buikwe town council), Bakuwa Wamono Charles (Ssi subcounty), Achidri Ronald Moroga (Ssi-Bukunja subcounty).</p> | 1 |
| 7 | Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines | <p>b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0</p> | <p>There was discrepancy in the deployment of extension workers, working in LLGs For example the staff list obtained from the HRM office indicated that the Fisheries Officer (Baliggeya Kaalo) had been deployed in Ssi Bukunja S/C and yet he was appearing in the staff list of Ngogwe S/C</p> | 0 |
| | Maximum score 6 | | | |

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| 7 | Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines | c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0 | <p>There was evidence that at the time of assessment that all the three sampled LLGs displayed staff list on their notice boards as shown below:</p> <ul style="list-style-type: none"> • Ssi Bukunja S/C, the staff list had 14 staff, it included the 6 extension Officers (Fisheries Officer, Assistant Fisheries Officer, Agricultural Officer, Assistant Agricultural Officer, Veterinary Officer and Assistant Veterinary Officer) and it was dated 15/3/2023; • Ngogwe S/C, the staff list had 19 staff , it included the 5 extension Officers (Fisheries Officer, Assistant Fisheries Officer, Agricultural Officer, Assistant Agricultural Officer, and Veterinary Officer.) and it was dated 3/7/2023; • Kiyindi T/C ,the staff list had 11 staff, it include one extension staff (Assistant Fisheries officer and notice was dated was dated 23/6/2023 | 2 |
| Maximum score 6 | | | | |
| 8 | Performance management: The LG has appraised, taken corrective action and trained Extension Workers | <p>a) Evidence that the District Production Coordinator has:</p> <p>i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0</p> | <p>There was evidence at the time of assessment that District Production Coordinator conducted annual performance appraisal of the 10 sampled Extension Workers against the agreed performance plans and submitted a copy to HRO during the previous FY 2022/23 as follows:</p> <ul style="list-style-type: none"> • The five (5) extension staff Assistant Fisheries Officer, Assistant Agricultural officer, Agricultural officer, Fisheries Officer and Veterinary Officer of Ngogwe S/C were on appraised 25/08/ 2023 which was beyond the prescribed deadline appraisal date of 30/6/2023. • The four extension workers (Assistant Fisheries Officer, Assistant Agricultural officer, Agricultural officer, Fisheries Officer and Veterinary Officer were on appraised on the 30/6/2023. • Kiyindi T/C- Assistant Fisheries Officer was appraised on the 15/6/2023; | 0 |
| Maximum score 4 | | | | |
| 8 | Performance management: The LG has appraised, taken corrective action and trained Extension Workers | <p>a) Evidence that the District Production Coordinator has:</p> <p>Taken corrective actions: Score 1 or else 0</p> | <p>The District Production Coordinator could not take any corrective actions as there were no cases of misconduct. within the appraisal period.</p> | 1 |
| Maximum score 4 | | | | |

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| 8 | Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4 | b) Evidence that: i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0 | There was evidence that training activities were conducted in accordance to the training plans at the district level for example a capacity building trainings for production staff that took place between 18-21st July, 2023 in Mukono and Luweero district where 33 production staff attended as per the training report dated 29/08/2023, written by the District production officer and the attendance registers. | 1 |
| 8 | Performance management: The LG has appraised, taken corrective action and trained Extension Workers Maximum score 4 | ii Evidence that training activities were documented in the training database: Score 1 or else 0 | No training database was presented at the time of assessment | 0 |

Management, Monitoring and Supervision of Services.

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| 9 | Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines. Maximum score 10 | a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services): Score 2 or else 0 | There was no evidence that the LG allocated the micro scale irrigation grant between 75% capital development; and 25% complementary services; Total grant was Ugx575,013,802 (page 17 of 2022/23Approved budget), out of this only 75% (431,260,352) was allocated to capital development and 25% (144m) to complementary services | 2 |
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| 9 | <p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> | <p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p> | <p>There was evidence that the 25% for complementary services were allocated in line with guide lines as below:-</p> <p>Out of the Ugx 144m for complementary Ugx 22m (15%) was on awareness, procurement was Ugx14m (10%) and Ugx108m(75%)</p> | 2 |
| | <p>Maximum score 10</p> | | | |
| 9 | <p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> | <p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p> | <p>There was evidence that the LG allocated the micro scale irrigation grant between 75% capital development; and 25% complementary services;</p> <p>Out of Ugx289m, Ugx217m (75%) was allocated to equipment and Ugx72m (25%) to complementary services accrding to the supplementary budget page 30.</p> | 2 |
| | <p>Maximum score 10</p> | | | |
| 9 | <p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> | <p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p> | <p>There was evidence that the LG used the farmer co-funding following the same rules applicable to the micro scale irrigation grant as below:- Co funding was Ugx 104m to the capital development of Ugx431m which was 25% inline with guideline.</p> | 2 |
| | <p>Maximum score 10</p> | | | |

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| 9 | <p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p> | <p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p> | <p>Buikwe DLG has disseminated the information on use of the farmer co-funding through distribution a brochure titled "a guide for smallholder farmers". The DPO also held a meeting with the DTPC and the LLGs where DPO, DTPC and LLGs representatives attended according to the minutes were received by central registry on 04/04/2023 where a list of eligible farmers prepared by the Senior Agricultural Engineer (Water for Production) was to be approved by the DTPC</p> | 2 |
| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p> | <p>a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)</p> <ul style="list-style-type: none"> • If more than 90% of the micro-irrigation equipment monitored: Score 2 • 70-89% monitored score 1 Less than 70% score 0 | <p>No monthly reports for the FY 2022/2023 to indicate that that the DPO has monitored on a monthly basis for the installed micro-scale irrigation equipment at the time of assessment. Hence, the number of micro-scale equipment that were monitored in that FY 2022/2023 could not be ascertained. No percentage micro-scale equipment monitored was calculated</p> | 0 |
| 10 | <p>Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines</p> <p>Maximum score 8</p> | <p>b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0</p> | <p>Buikwe district LG has overseen technical training and support to the approved farmer Ssenfuka James Najjembe division to achieve servicing and maintenance during the warranty period according to the field monitoring and supervision report drafted by the Senior Agricultural Engineer (water for Production) received on 23/06/2023. The monitoring and supervision report was for approved farmer Nalumansi Flowrence Najjembe division, to achieve servicing and maintenance during the warranty period according to the field monitoring and supervision report drafted by the Senior Agricultural Engineer (water for Production) received on 16/06/2023.</p> | 2 |

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|------------------------------|---|---|--|---|
| 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 | There was no quarterly hands-on support reports to LLG extension workers at the time of assessment. There were also no minutes for the field meetings. | 0 |
| 10 | Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines Maximum score 8 | d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0 | Buikwe district LG has established and run farmer field schools as per the guidelines accord to the farmer field school report prepared by Assistant agricultural office, Ssi subcounty on 10/08/2023 where 17 farmers attended and the farmer field report prepared by assistant agricultural officer, Najja subcounty on 7/08/2023 where 23 farmers attended | 2 |
| 11 | Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4 | a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0 | The LG has conducted activities to mobilize and sensitize farmers as per the guidelines according to attendance sheet on the farmers' field day that was conducted at the district headquarters on 4/04/2023 where 105 farmers attended and the field-based photos in Quarter 3 report that was signed by the CAO on 13/04/2023. The other evidence was the radio talk shows conducted at Mukono Broadcasting Services Limited Receipt numbers 315 and 292 on 13/04/2023, 30/03/2023, 27/4/2023, 11/05/2023, 6/06/2023, 13/06/2023 20/06/2023, 6/07/2023 to sensitize farmers on micro-scale irrigation. | 2 |
| 11 | Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture. Maximum score 4 | b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0 | There was no clear evidence that district had trained staff and political leaders at the district and LLG levels because the only training report dated 14/04/2023 about training that was presented at the time of assessment was not clear how many political leaders and staff had been trained. It was also not clear whether leaders at both the district and LLG levels were part of the training. No other training reports were presented as evidence at the time of assessment. | 0 |
| Investment Management | | | | |
| 12 | Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines Maximum score 8 | a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0 | No register/inventory of irrigation equipment was available at the time of assessment | 0 |

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| 12 | <p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p> | <p>b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0</p> | <p>Buikwe district LG keeps an up-to-date data of applications in its data base as per the copies of applications from LLGs availed at the time of applications for example Solome Makanga in Buikwe subcounty, Richard Kibirango Mugambe in Kawolo suncounty and Isaac Galiwango in Ngogwe subcounty and the submission letters drafted by the Senior Agricultural Engineer (water for production) and received by the Central registry on 28/02/2023, and on 30/01/2023.</p> | 2 |
| 12 | <p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p> | <p>c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0</p> | <p>Buikwe DLG has carried out farm visits to farmers that submitted complete Expression of Interests as per the Agreements to proceed to quotations provided for example the one for Ssentongo Simon simon in Najjembe division signed between him and the Assistant Agricultural Officer on 02/02/2023, Tamale Michael in Ngowgwe subcounty signed between him and the Senior Agricultural Engineer (water for production) and Muswangada Aggrey in Wakisi division signed between him and the Senio Agricultural Engineer (Water for Production) on 11/05/2023.</p> | 2 |
| 12 | <p>Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines</p> <p>Maximum score 8</p> | <p>d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0</p> | <p>There was no evidence that Buikwe DLG Senior Agricultural Engineer (Water for Production) publicized the eligible farmers that have been approved by posting on the District and LLG noticeboards.</p> | 0 |

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 micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY. The letter dated 31st/7/2023 signed by Mr. Dunstan Balaba and copied to Auditor general-Kampala, IGG, D. Chairperson, RDC-Buikwe and the District Internal Auditor indicated that the following micro scale irrigation projects were incorporated as listed below;

1. Supply and installation of Irrigation equipment (solar powered water pumps, distribution pipes and sprinklers, budgeted at UGX. 535,573,650 (SBD))
2. Supply of field equipment and protective wears, budgeted at UGX. 12,000,000 (SBD)
3. Supply of Agriculture inputs/materials, budgeted at UGX. 28,640,000 (SBD)
4. Procurement of fish fingerings and fish starter feeds, budgeted at UGX. 12,000,000 (SBD)
5. Supply of honey harvesting kits, budgeted at 5,803,068 (SBD) etc. This was incorporated by Ms. Namayanja Suzan SPO.

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 the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF). Buikwe LG was grouped under cluster 2-Mukono with the following pre-qualified suppliers;

1. M/s Rima (EA) Limited
2. M/s Grow more seeds and Chemicals Limited
3. Baata Engineering Company Ltd
4. AKVO international Ltd
5. W & S consult international

From the bid document dated 2nd /3/2023, under selective or restricted bidding, for the procurement of the Design, Supply and Installation of Micro-scale irrigation systems in 40 selected DLGs, under procurement number: Buik816/works/22-23/00026, the following companies were invited to bid under selective bidding as listed below;

1. M/s Rima (EA) Limited
2. M/s Grow more seeds and Chemicals Limited
3. Baata Engineering Company Ltd
4. AKVO international Ltd
5. W & S consult international

This was an evidence that the company invited were selected from the pre-qualified list provided by the MAAIF as required by the minimum condition.

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| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0</p> | <p>The LG concluded the selection of the irrigation equipment supplier based on the set criteria. The selected firms were invited to bid for the Design, Supply and Installation of Micro-scale irrigation systems in 40 selected DLGs, under procurement number: Buik816/works/22-23/00026, as listed below,</p> <p>Minute no. BDCC/04/2023/005, requested for evaluation of bidders, evaluation was conducted dated 27th/2/2023 and these included the following firms;</p> <ol style="list-style-type: none"> 1. M/s Rima (EA) Limited 2. M/s Grow more seeds and Chemicals Limited 3. Baata Engineering Company Ltd 4. AKVO international Ltd 5. W & S consult international, the bid closure was on 23rd /3/2023 at 11:00am and only two firms had responded to the invitation as listed below; <ol style="list-style-type: none"> 1. M/s Grow more seeds and Chemicals Limited 2. M/s Baata Engineering Company Ltd. <p>Evaluation took place from 23rd-27th/3/2023 at 1:00am, this comprised of Ms. Namayanja Suzan, SPO, Mr. Tilandekula Joseph SAE, Mr. Kyamabadde Maurice SAO and Mr. Orapa Michael. During the preliminary and technical evaluation, all the firms were found compliant and then the financial evaluation was conducted, the two firms were found compliant and Mr. Tilandekula Joseph guided that the two firms were sufficient to carry out the works in the district. So, under Minute no. BDCC/04/2023/006 dated 27th/2/2023, a work contract was awarded to both firms.</p> |
| 13 | <p>Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines</p> <p>Maximum score 18</p> | <p>d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0</p> | <p>There was no evidence of CC meeting minutes available to the assessor that the procurement for micro-irrigation scale were approved by the CC before commencement of installation.</p> |

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| 13 | Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines | e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0 | There was no 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. Despite the fact that the LG invited four bidders, it was only two bidders that responded and when the evaluation was carried out dated 23rd to 27/3/2023 the SAE Mr. Tilandekula Joseph recommended that the two firms be awarded the contract since there was no option for a third firm to compare costs of the works. | 0 |
| 13 | Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines | f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0 | There was evidence that the micro-scale irrigation equipment installed by Buikwe DLG in the FY 2022/2023 were in line with in line with the design output sheet generated by the MIS/IrriTract App for example technical design developed by Baata engineering Company Limited on 05/06/2023 for Ddembe Appolo irrigation site in Najjembe division was in line with his corresponding design output sheet dated 06/05/2022, the technical design for Ssozi John irrigation site in Najja S/C developed by Grow More Seeds and Chemicals Limited dated 02/06/2022 was in line with the corresponding design output sheet dated 20/04/2022 and the technical design for Baskerville Secondary School irrigation in Ngogwe S/C developed by Baata Engineering Company Limited on 05/01/2023 and this being an irrigation demonstration site, it did not have a corresponding design output sheet. | 2 |
| 13 | Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines | g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0 | There was no full evidence that Buikwe district LG has conducted regular technical supervision by the Senior Agricultural Engineer (Water for Production). For example out of the three irrigation sites sampled ie Ddembe Appolo site in Najjembe division, Ssozi John in Najja subcounty and Ngogwe Baskerville in Ngogwe subcounty, only one irrigation site (Ssozi John site in Najja subcounty) had a site book indicating that the Senior Agricultural Engineer (Water for Production) has regularly supervised the site on the date of 28/01/2023, 29/04/2023, 10/07/2023, 3/08/2023, 31/08/2023 | 0 |

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| 13 | Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines | h) Evidence that the LG has overseen the irrigation equipment supplier during: | There was partial evidence that Buikwe district LG has overseen irrigation equipment supplier during testing of the three samples irrigation sites of Ddembe Appolo site in Najjembe division, Ssozi John in Najja subcounty and Ngogwe Baskaville in Ngigwe subcounty since only Ssozi John in Najja subcounty had a site book indicating the Senior Agricultural engineer had done the activity on 29/04/2023, 10/07/2023, 3/08/2023 and 31/08/2023 and the Agricultural officer on 28/01/2023. The other two irrigation sites did not have site books. | 0 |
| | Maximum score 18 | i. Testing the functionality of the installed equipment: Score 1 or else 0 | | |
| 13 | Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines | ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0 | There was no evidence that the sampled three irrigation sites of Ddembe Appolo site in Najjembe division, Ssozi John in Najja subcounty and Ngogwe Baskaville in Ngigwe subcounty had been handed over to the approved farmers | 0 |
| | Maximum score 18 | | | |
| 13 | Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines | i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0 | There was evidence that the Local Government made payment of the supplier within specified timeframes subject to the presence of the Approved farmers signed acceptance form 1. Bata ltd Ugx 23,966,000 for the design and supply of installation site for Ntegerize Patiency, invoice submitted on 19/4/2023, the acceptance form was signed on 22/4/2023 and payment was made on 15/6/2023 (60days); 2. Bata ltd Ugx 18,970,000 for the design and supply of installation site for Dembe Appolo, invoice submitted on 15/4/2023 the acceptance form was signed on 21/4/2023 before payment was made on 25/4/2023 (10days); and 3. Grow more ltd Ugx 28,103,270 for the design and supply of installation site for Nyenga SSS, invoice submitted on 10/6/2023, the acceptance form was signed on 21/4/2023 before payment was made on 28/6/2023 (18 days). | 2 |
| | Maximum score 18 | | | |
| 13 | Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines | j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0 | There was evidence that the LG had a complete procurement file for the each contract. Below were the sampled files; 1. Design, Supply and Installation of a solar powered drag hose irrigation system to Matovu Charles dated 12th/6/2023, under procurement reference number: Buik/816/Works/22-23/00026-26. The agreement was signed between the LG(here in after Client) with M/s Baata Engineering company Ltd of P.O Box 35430. Contract sum was Ugx. 21,000,000. Four firms were invited to a selective bid method and evaluation found out that only two firms responded and Mr. Tilandekula | 2 |
| | Maximum score 18 | | | |

Joseph the SAE advised that the two firms, M/s Grow more seeds and Chemicals Limited and M/s Baata Engineering Company Ltd were eligible to carry out the work since no other firm had bid for the same contract. Under CC min no. BDCC/04/2023/005 dated 27th/2/2023.

The work contract agreement was signed between the LG and the M/s Baata Engineering company Ltd. This was signed by Mr. Dunstan Balaba, Witnessed by Mr. Kayanja Vincent, DPO, Ms. Namayanja Suzan, SPO, Mr. Matovu Charles, Farmer and Mr. Tumusiime Alexander Company CEO.

2. Design, Supply and Installation of a solar powered drag hose irrigation system to Matovu Charles dated 12th/6/2023, under procurement reference number: Buik/816/Works/22-23/00026-26. The agreement was signed between the LG (here in after Client) with M/s Grow More seeds and chemicals Ltd of P.O Box 5213. Contract sum was Ugx. 11,518,300. Four firms were invited to a selective bid method and evaluation found out that only two firms responded and Mr. Tilandekula Joseph the SAE advised that the two firms, M/s Grow more seeds and Chemicals Limited and M/s Baata Engineering Company Ltd were eligible to carry out the work since no other firm had bid for the same contract. Under CC min no. BDCC/04/2023/005 dated 27th/2/2023.

The work contract agreement was signed between the LG and the Design, Supply and Installation of a solar powered drag hose irrigation system to Matovu Charles dated 12th/6/2023, under procurement reference number: Buik/816/Works/22-23/00026-26. The agreement was signed between the LG (here in after Client) with M/s Baata Engineering company Ltd of P.O Box 35430. Four firms were invited to a selective bid method and evaluation found out that only two firms responded and Mr. Tilandekula Joseph the SAE advised that the two firms, M/s Grow more seeds and Chemicals Limited and M/s Baata Engineering Company Ltd were eligible to carry out the work since no other firm had bid for the same contract. Under CC min no. BDCC/04/2023/005 dated 27th/2/2023.

The work contract agreement was signed between the LG and the M/s Baata Engineering company Ltd. This was signed by Mr. Dunstan Balaba, Witnessed by Mr. Kayanja Vincent, DPO, Ms. Namayanja Suzan, SPO, Mr. Matovu Charles, Farmer and Mr. Tumusiime Alexander Company CEO. Ltd. This was signed by Mr. Dunstan Balaba, Witnessed by Mr. Kayanja Vincent, DPO, Ms. Namayanja Suzan, SPO, Mr. kansiime Veronica, Farmer and Mr. G.N. Muhana PAO, Company CEO.

3. Design, Supply and Installation of a solar powered drag hose irrigation system to Matovu Charles dated 12th/6/2023, under procurement reference number: Buik/816/Works/22-23/00026-26. The agreement was signed between the LG (here in after Client) with M/s M/s Baata Engineering Company Ltd of P.O Box 35430. Four firms were invited to a selective bid method and

evaluation found out that only two firms responded and Mr. Tilandekula Joseph the SAE advised that the two firms, M/s Grow more seeds and Chemicals Limited and M/s Baata Engineering Company Ltd were eligible to carry out the work since no other firm had bid for the same contract. Under CC min no. BDCC/04/2023/005 dated 27th/2/2023.

The work contract agreement was signed between the LG and the Design, Supply and Installation of a solar powered drag hose irrigation system to Matovu Charles dated 11th/5/2023, under procurement reference number:

Buik/816/Works/22-23/00026-26. The agreement was signed between the LG(here in after Client) with M/s Baata Engineering company Ltd of P.O Box 35430. With a contract sum Ugx.21,500,000. Four firms were invited to a selective bid method and evaluation found out that only two firms responded and Mr. Tilandekula Joseph the SAE advised that the two firms, M/s Grow more seeds and Chemicals Limited and M/s Baata Engineering Company Ltd were eligible to carry out the work since no other firm had bid for the same contract. Under CC min no. BDCC/04/2023/005 dated 27th/2/2023.

The work contract agreement was signed between the LG and the M/s Baata Engineering company Ltd. This was signed by Mr. Dunstan Balaba, Witnessed by Mr. Kayanja Vincent, DPO, Ms.Namayanja Suzan,SPO, Mr. Matovu Charles, Farmer and Mr. Tumusiime Alexander Company CEO.Ltd. This was signed by Mr. Dunstan Balaba, Witnessed by Mr. Kayanja Vincent, DPO, Ms.Namayanja Suzan,SPO, Mr.Galiwango Isaac, Farmer and Mr. G.N.Tumusiime Alexander, Company CEO.

Environment and Social Safeguards

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

a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0

There was Evidence that Buikwe DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as records of micro-scale irrigation sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log. For instance:

1. On 10th May 2023 (Biroli Simon filed a complaint regarding failure of the tank stand that caused breakage of the storage tank, this was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to replace all the damaged equipment and the issue resolved by 29th June 2023).
2. On 3rd February 2023, Sserwadda Zachariah filed a complaint regarding failure of the installed pump to pump irrigation water. The case was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to give the farmer another pump and the issue resolved by 15th March 2023).
3. On 28th September 2023, Nalumansi Florence filed a complaint regarding failure of the installed pump to pump irrigation water. The case was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to give the farmer another pump and the issue resolved.

Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework

Maximum score 6

b) Micro-scale irrigation grievances have been:

i). Recorded score 1 or else 0

ii). Investigated score 1 or else 0

iii). Responded to score 1 or else 0

iv). Reported on in line with LG grievance redress framework score 1 or else 0

There was Evidence that Buikwe DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as records of micro-scale irrigation sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log. For instance:

1. On 10th May 2023 (Biroli Simon filed a complaint regarding failure of the tank stand that caused breakage of the storage tank, this was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to replace all the damaged equipment and the issue resolved by 29th June 2023).

2. On 3rd February 2023, Sserwadda Zachariah filed a complaint regarding failure of the installed pump to pump irrigation water. The case was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to give the farmer another pump and the issue resolved by 15th March 2023).

3. On 28th September 2023, Nalumansi Florence filed a complaint regarding failure of the installed pump to pump irrigation water. The case was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to give the farmer another pump and the issue resolved

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 was Evidence that Buikwe DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as records of micro-scale irrigation sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log. For instance:

1. On 10th May 2023 (Biroli Simon filed a complaint regarding failure of the tank stand that caused breakage of the storage tank, this was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to replace all the damaged equipment and the issue resolved by 29th June 2023).

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3. On 28th September 2023, Nalumansi Florence filed a complaint regarding failure of the installed pump to pump irrigation water. The case was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to give the farmer another pump and the issue resolved

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 was Evidence that Buikwe DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as records of micro-scale irrigation sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log. For instance:

1. On 10th May 2023 (Biroli Simon filed a complaint regarding failure of the tank stand that caused breakage of the storage tank, this was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to replace all the damaged equipment and the issue resolved by 29th June 2023).

2. On 3rd February 2023, Sserwadda Zachariah filed a complaint regarding failure of the installed pump to pump irrigation water. The case was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to give the farmer another pump and the issue resolved by 15th March 2023).

3. On 28th September 2023, Nalumansi Florence filed a complaint regarding failure of the installed pump to pump irrigation water. The case was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to give the farmer another pump and the issue resolved

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 was Evidence that Buikwe DLG micro-scale irrigation sector related grievances had been recorded, investigated, responded to, and reported on by District Production Officer in liaison with designated Grievance Redress Officer and District Grievance Redress Committee, and in line with the LG grievance redress framework as records of micro-scale irrigation sector related grievances/complaints (indicating nature of cases, dates of registration, and any follow up actions taken) were found in LG Complaints Log. For instance:

1. On 10th May 2023 (Biroli Simon filed a complaint regarding failure of the tank stand that caused breakage of the storage tank, this was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to replace all the damaged equipment and the issue resolved by 29th June 2023).

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3. On 28th September 2023, Nalumansi Florence filed a complaint regarding failure of the installed pump to pump irrigation water. The case was reported to the Senior Agricultural Engineer, the supplier was reached since the equipment were still on warrant period and accepted to give the farmer another pump and the issue resolved

Environment and Social Requirements

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

Buikwe district LG have disseminated micro-scale irrigation guidelines to provide for proper siting, land access (without encumbrances), proper use of agro-chemicals and safe disposal of chemical waste containers according to farm visit report written by the Senior Agricultural Engineer (water for production) dated 24/01/2023, received by the central registry on 02/02/2023 and the one written by Agricultural Officer Buikwe town council received by Buikwe town council registry on 15/08/2023 Buikwe DLG also has sector guidelines on micro-scale irrigation, for September 2020. An MoU between, Buikwe DLG and Mr. Kasujja Bosco was signed on 23/05/2022 by CAO and by the CAO on 03/11/2022. Another MOU was signed by Mr. Ssozi John (farmer) on 19/07/2022 and also signed by the CAO on 22/08/2022

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| 15 | Safeguards in the delivery of investments Maximum score 6 | <p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p> | There was NO Evidence that Buikwe DLG had Costed ESMPs incorporated into designs, BoQs, bidding and contractual documents for micro-scale irrigation sector projects as Costed ESMPs were not incorporated into designs, BoQs, bidding and contractual documents for micro-scale irrigation sector projects that the LG provided to the Assessor | 0 |
| 15 | Safeguards in the delivery of investments Maximum score 6 | <p>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</p> | There was Evidence that Buikwe DLG had carried out compliance monitoring for mitigation of irrigation impacts for micro-scale irrigation sector projects as the LG presented Environmental and Social Compliance Monitoring Reports for Implementation of Environmental and Social Mitigation Measures for any micro-scale irrigation sector projects as detailed below: about 39 micro-scale irrigation farmers from Wakisi Division, Najembe, Buikwe S/C, Ngogwe S/C, Kiyindi Town Council, Najja S/C, Nkokonjeru and Kawolo were monitored in the month of April 2023. The Report was dated 30th April 2023, signed by District Senior Environmental Officer – Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer – Mutebi Masitullah. Some of the micro-scale irrigation farmers monitored include: Kasibante Ronnex, Nalumansi Florence, Ssentongo Simon, Kagulire Godfrey, Kasirye Edward, Kazimba Kaddu Stephen, Nabukera Sylvia, Kiyinji Sam, Tamale Micheal, and Konde Moses among others | 1 |
| 15 | Safeguards in the delivery of investments Maximum score 6 | <p>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</p> | There was NO Evidence that Buikwe DLG had Environmental and Social Certification Forms (ESCFs) completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of micro-scale irrigation sector projects as the LG did not provide to the assessor any Environmental and Social Certification Forms (ESCFs) that were completed and signed by Environmental Officer for any micro-scale irrigation sector projects | 0 |

Safeguards in the
delivery of investments

Maximum score 6

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

There was NO Evidence that Buikwe DLG had Environmental and Social Certification Forms (ESCFs) completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of micro-scale irrigation sector projects as the LG did not provide to the assessor any Environmental and Social Certification Forms (ESCFs) that were completed and signed by CDO for any micro-scale irrigation sector projects

**Crosscutting Minimum
Conditions**

| 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 | There was evidence that the Local Government (LG) had substantively recruited a Chief Finance Officer (CFO) (Kalinda Mathias) appointed on 7/5/2018 under DSC Minute No. BDSC79/2018:(i) as extracted from file No CR/10744. | 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 | There was evidence that the Local Government (LG) had substantively recruited a District Planner (Mukwaya James) appointed on 8/1/2015 under DSC Minute No. BDSC65/2014(B)(i) as extracted from file No CR/10520. | 3 |
| 1 | New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37. | c. District Engineer/Principal Engineer, score 3 or else 0 | There was evidence that the Local Government (LG) had substantively recruited a District Engineer (Seguya Fredrick) appointed on 29/3/2010 under DSC Minute No. BDSC17/2010(1) as extracted from file No FN.PER/0007 | 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. | d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0 | There was evidence that the Local Government (LG) had not substantively recruited a District Natural Resource Officer and no staff on secondment 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 in the District/Municipal Council departments. Maximum score is 37. | e. District Production Officer/Senior Veterinary Officer, score 3 or else 0 | There was evidence that the Local Government (LG) had substantively recruited a District Production Officer (Kayanja Vicent) appointed on 8/6/2021 under DSC Minute No. BDSC94/2021:(a)(i) as extracted from file No CR/10623 | 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 evidence that the Local Government (LG) had substantively recruited a District Community Development Officer (Kiganda Sam Sewannyo appointed on 7/5/2018 under DSC Minute No. BDSC79/2018:D(i) as extracted from file No CR/10019 | 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. | g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0 | There was evidence that the Local Government (LG) had not substantively recruited a District Commercial Officer and no staff on secondment 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 in the District/Municipal Council departments. Maximum score is 37. | i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0. | There was evidence that the Local Government (LG) had substantively recruited a Senior Procurement Officer (Namayanja Suzan); appointed on 25/7/2022 under DSC Minute No. BDSC41/2022:(D)(i) as extracted from file No CR/10/845 | 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 | There was evidence that the Local Government (LG) had substantively recruited a Procurement Officer (Babalanda Rogers); appointed on 3/5/2018 under DSC Minute No. BDSC78/28:(ii) as extracted from file No CR/10/751 | 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 | There was evidence that the Local Government (LG) had substantively recruited a Principal Human Resource Officer (Nabulya Hadja Ssebyaala); appointed on 8/1/2015 under DSC Minute No. BDSC65/2014:(C) (2) as extracted from file No CR/10003 | 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 | There was evidence that the Local Government (LG) had substantively recruited a Senior Environment Officer (Jazira Nakiri); appointed on 25/6/2018 under DSC Minute No. BDSC107/2018:(ii) as extracted from file No CR/10399 | 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 | There was evidence that the Local Government (LG) had substantively recruited a Senior Lands Management Officer Ssebanduka David); appointed on 25/7/2022 under DSC Minute No. BDSC41/2022:(K)1) as extracted from file No CR/10844 | 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 | There was evidence that the Local Government (LG) had not substantively recruited a Senior Accountant and no staff on secondment 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 in the District/Municipal Council departments. Maximum score is 37. | m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0 | There was evidence that the Local Government (LG) had not substantively recruited a Principal Internal Auditor and no staff on secondment 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 in the District/Municipal Council departments. Maximum score is 37. | n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0 | There was evidence that the Local Government (LG) had substantively recruited a Principal Human Resource Officer (Secretary DSC) (Nimirimu Sarah) appointed on 6/10/2021 under DSC Minute No. BDSC155/2021:d (i) as extracted from file No CR/10208 | 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).

There was evidence at the time of assessment that the LG had substantively recruited the Senior Assistant

Secretaries /Town Clerks in all the seven (7) Lower Local Governments appointed as follows:

- SAS Ssi Bukunja (Mukasa Baker) S/C on 3/5/2021 under DSC Min No. BDSC81/2021:c (ii) as extracted from file No. CR/10182
- SAS-Najja S/C (Nagaya Moses) on 30/5/2017 under DSC Min No. BDSC37/2017:(B) 1 as extracted from file No. CR/10390
- SAS Buikwe S/C (Kakonge Umar) on 10/3/2008 under DSC Min No. BDSC51/2008 as extracted from file No. PER/10154
- SAS-Ngogwe S/C (Babirye Proscovia) on 23/05/2005 under DSC Min No. BDSC22/2005. B.(57) as extracted from file No. CR/10153
- T/C Kiyindi Town Council (Konde Moses) on 18/06/2014 under DSC Min .No BDSC7/2014 (1) (i) as extracted from file No.CR/10011;
- T/C Nkokonjeru Town Council (Kawuma R) on 18/06/2014 under DSC Min .No BDSC7/2014:1(ii) as extracted from file No. PER/10153
- T/C Buikwe Town Council (Kabogoza R) on 3/05/2021 under DSC Min .No BDSC81/2021:a(i) as extracted from file No. CR/10384;

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.

There was evidence on file that the Community Development Officers (CDO) in all the seven (7) lower Local Governments (Sub Counties/Town Councils) were substantively appointed as follows :

- CDO-Buikwe S/C (Bbosa R) on 8/5/2021 under DSC Min No .BDSC110/2021:C(i) as extracted from file No. CR/10609;
- CDO-Ssi Bukunja (Kibiringe Abel) on 4/2/2020 under DSC Min No BDSC10/2020:Y.i as extracted from file No. CR/10778;
- CDO Najja S/C (Mujuni Francis) on 4/10/2022 under DSC Min . NoBDSC61/2022:iv(1) as extracted from file No. CR/10855;
- CDO-Nkokonjeru Town Council (Muyingo Richard) on 6/9/2022 under DSC Min .No .51/2022:iv(1) as extracted from file No. CR/10601;
- CDO-Ngogwe S/C (Kasajja Ibrahim) on 17/4/2018 under DSC.Min .No BDSC62/2018:R.i as extracted from file No. CR/10733;
- CDO- Buikwe Town Council (Bulenga Milly) on 3/8/2009 under DSC .Min .No. BDSC78/2009(1) as extracted from file No. PER/10644;
- CDO-Kiyindi Town Council (Mbawadde Proscovia) on 25/7/2022 under DSC. Min .No .BDSC41/2022(M)1 as extracted from file No. CR/10841;;

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.

There was evidence on file that the Senior Accounts Assistant in all the nine lower Local Governments /Town Councils were substantively appointed as follows :

- Senior Accounts Assistant -Buikwe S/C (Nasser Rahuma) on 24/11/2011 under DSC Min No .BDSC110/JDSC/201/BKWE(ii) as extracted from file No. CR/20223;
- Senior Accounts Assistant -Nkokonjeru Town Council (Kire Nuru) on 18/12/2007 under DSC Min No BDSC82/07(iv) as extracted from file No. CR/10334;
- Senior Accounts Assistant -Buikwe Town Council (Rwabugahaya Harriet) on 15/1/2011 under DSC Min .No BDSC31/JDSC/2010/BKWE as extracted from file No. CR/10720;
- Senior Accounts Assistant -Ngogwe SC (Nakiyimba Esether) on 3/5/2021 under DSC.Min No BDSC81/2021:b(i) as extracted from file No. CR/10812
- Senior Accounts Assistant -Najja SC (Ssekizivu Grace) 16/12/2005 under DSC.Min No BDSC54/2005(E7) as extracted from file No. CR/20223
- Senior Accoun• Senior Accounts Assistant -Ssi Bukunja SC (Ssuna Lawrence) on 25/6/2018 under DSC .Min .No BDSC115/2018:e(i) as extracted from file No. CR/10362;and
- Senior Accounts Assistant -Kiyindi Town Council (Naccwa Prossy) on 25/7/2022 under DSC. Min .No .BDSC41/2022:(C) 1 as extracted from file No. CR/10842;;

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 LG released 100% of funds received from government in the year 2022/23 to Natural Resources Department. The LG received Ugx 427,162,075 and released Ugx 427,162,075 to Natural Resources Department (LG draft Financial statements for the year 2022/23 page 63).

| | | | | |
|---|---|--|---|---|
| 3 | <p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p> | <p>If the LG has released 100% of funds allocated in the previous FY to:</p> | <p>The LG released 100% of funds allocated in the year 2022/23 to Community Based Services Department. The received Ugx 184,363,434 and released Ugx184,363,434 to the Community Based Services Department (LG draft Financial statements for the year 2022/23 page 63).</p> | 2 |
| | | <p>b. Community Based Services department.</p> | | |
| | | <p>score 2 or else 0.</p> | | |
| 4 | <p>Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.</p> <p>Maximum score is 12</p> | <p>a. If the LG has carried out Environmental, Social and Climate Change screening,</p> <p>score 4 or else 0</p> | <p>There was Evidence that Buikwe DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG) for the previous FY (2022-2023 FY) as illustrated by 2 projects that were funded under DDEG in the previous FY 2022/2023. These projects also had completed Environmental and Social Screening Forms (ESSF) and Costed ESMPs as evidenced below:</p> | 4 |
| | | | <p>1. Buikwe DLG Department of Natural Resources and Environment presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Buikwe District Administration Block Phase 1 at Misindye, ESSF and Costed ESMP dated 8th November 2022, Signed by District Environmental Officer - Kisembo Stella and also signed by District Senior Community Development Officer - Mutebi Masitullah.</p> | |
| | | | <p>2. Buikwe DLG Department of Natural Resources and Environment presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Staff House at Kasubi Health Center III Phase 1, ESSF and Costed ESMP dated 8th November 2022, Signed by District Environmental Officer - Kisembo Stella and also signed by District Senior Community Development Officer - Mutebi Masitullah</p> | |

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

Maximum score is 12

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

score 4 or 0

There was Evidence that Buikwe DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG) for the previous FY (2022-2023 FY). The conclusions and recommendations of the Environmental, Social and Climate Change Screening did not require the LG to conduct Environmental and Social Impact Assessments (ESIAs) or any further environmental assessments as demonstrated by 2 projects that were funded under DDEG in the previous FY 2022/2023. These projects also had completed Environmental and Social Screening Forms (ESSF) and Costed ESMPs:

1. Buikwe DLG Department of Natural Resources and Environment and CDO presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Buikwe District Administration Block Phase 1 at Misindye, ESSF and Costed ESMP dated 8th June 2022, Signed by District Environmental Officer - Kisembo Stella and signed by District Senior Community Development Officer - Mutebi Masitullah. However one of the Monitoring reports dated 6th April 2023 indicated that this projected starting date was March-April 2022, meaning that Costed ESMP was prepared after the start of the project.

2. Buikwe DLG Department of Natural Resources and Environment and CDO presented completed Environmental and Social Screening Form (ESSF). Costed ESMP for Construction of Staff House at Kasubi Health Center III Phase 1, ESSF and Costed ESMP dated 8th July 2022, Signed by District Environmental Officer - Kisembo Stella and signed by District Senior Community Development Officer - Mutebi Masitullah. However, Assessor could not be provided with the Commencement dates for this project to contrast whether the ESMP was prepared prior to start of project.

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

Maximum score is 12

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

score 4 or 0

There was Evidence that Buikwe DLG had Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG) prior to commencement of all civil works for the previous FY (2022-2023 FY) as exemplified by 2 projects that were funded under DDEG in the previous FY 2022/2023. These projects also had completed Environmental and Social Screening Forms (ESSF) and Costed ESMPs:

1. Buikwe DLG Department of Natural Resources and Environment presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP totaling about UGX 6,950,000= for Construction of Buikwe District Administration Block Phase 1 at Misindye, ESSF and Costed ESMP dated 8th June 2022, Signed by District Environmental Officer – Kitembo Stella, and also signed by District Senior Community Development Officer – Mutebi Masitullah. However one of the Monitoring reports dated 6th April 2023 indicated that this projected starting date was March-April 2022, meaning that Costed ESMP was prepared after the start of the project.

2. Buikwe DLG Department of Natural Resources and Environment presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP totaling about UGX 1,000,000= for Construction of Staff House at Kasubi Health Center III Phase 1, ESSF and Costed ESMP dated 8th July 2022, Signed by District Environmental Officer – Kitembo Stella, and also signed by District Senior Community Development Officer – Mutebi Masitullah. However, Assessor could not be provided with the Commencement dates for this project to contrast whether the ESMP was prepared prior to start of project.

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

Buikwe LG had a clean audit opinion for the Financial Year 2022/23.

| | | | | |
|---|---|---|---|---|
| 6 | <p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p> | <p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p> | <p>There was no evidence that the LG submitted the status of implementation of Internal Auditor General and Auditor General audit issues for the year 2021/22 before the February 2023 deadline.</p> | 0 |
| | <p>maximum score is 10</p> | <p>score 10 or else 0.</p> | | |
| 7 | <p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p> | <p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p> | <p>The LG submitted an annual performance contract of 2023/24 on 19July 2023 before the deadline of August 31st, 2023.</p> | 4 |
| | <p>Maximum Score 4</p> | <p>score 4 or else 0.</p> | | |
| 8 | <p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p> | <p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p> | <p>The LG submitted the Annual Performance Report for the year 2022/23 on 31/7/2023 before the deadline of August 31, 2023.</p> | 4 |
| | <p>maximum score 4 or else 0</p> | <p>score 4 or else 0.</p> | | |
| 9 | <p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p> | <p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p> | <p>The LG did submit all the quarterly budget Performance Reports for the year 2022/23 by the deadline of August 31,2023: Q1 was submitted on 21/12/2022 ; Q2 was submitted on 14/2/2023; Q3 was submitted on 8/5/2023 ; and Q4 was submitted on 31/7/2023.</p> | 4 |
| | <p>Maximum score is 4</p> | <p>score 4 or else 0.</p> | | |

**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. | a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0 | There was evidence that at the time of assessment the LG had substantively recruited a District Education Officer (Kizito Musasizi), appointed on 3/2/2020 under DSC Min Number BDSC100/2019:d)(i) as extracted from file No. CR/10857 | 30 |
| | <i>The Maximum Score of 70</i> | | | |

| | | | | |
|---|---|---|--|----------|
| 1 | New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office. | b) All District/Municipal Inspector of Schools, score 40 or else 0. | There was evidence that at the time of assessment the LG had appointed a District Inspector Schools in Acting Capacity on 16/6/2023 under DSC MIN number BDSC73/2023:(i) as extracted from file No. CR/10661 | 0 |
| | <i>The Maximum Score of 70</i> | | | |

Environment and Social Requirements

2

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

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

There was Evidence that Buikwe DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all education sector projects for the previous financial year (2022/2023 FY) as demonstrated by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following education sector projects:

- Buikwe DLG Natural Resources Department and Community Based Services Department presented completed Environmental and Social Screening Forms (ESSF) and Costed ESMP for the following schools: Construction of the Administrative Block at Kkoba Roman Catholic P/S in Kkoba village, Buikwe S/C., Construction of Staff House at St. Paul Lubanyi P/S, Construction of 2 in1 Classroom Block at Lweru UMEA P/S, Construction works at Lweru Community P/S, Construction works at Mullajje P/S, Construction of Administration Block at Kkoba R/C P/S, Construction of Facilities at Kirugu C/U P/S under UglIFT Funding. The Environmental and Social Screening Forms (ESSFs) were dated 27th June 2022, some signed by Environmental Officer - Ksembo Stella and others signed by Senior Environmental Officer - Nakiri Jazira Kyazze and were all signed by Senior Community Development Officer - Mutebi Masitullah.

The Maximum score is 30

2

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

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

There was Evidence that Buikwe DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all education sector projects for the previous financial year (2022/2023 FY). The conclusions and recommendations of the Environmental, Social and Climate Change Screening did not require the LG to conduct Environmental and Social Impact Assessments (ESIAs) or any further environmental assessments instead a Costed ESMPs were prepared as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following education sector projects:

The Maximum score is 30

- Buikwe DLG Natural Resources Department and Community Based Services Department presented completed Costed ESMP for Education Projects for FY 2022/2023 for the following schools: Construction of the Administrative Block at Kkoba Roman Catholic P/S in Kkoba village, Buikwe S/C., Construction of Staff House at St. Paul Lubanyi P/S, Construction of 2 in1 Classroom Block at Lweru UMEA P/S, Construction works at Lweru Community P/S, Construction works at Mullajje P/S, Construction of Administration Block at Kkoba R/C P/S, Construction of Facilities at Kirugu C/U P/S under UglIFT Funding.

The Costed ESMP for Education Projects for FY 2022/2023 was dated 27th June 2022, signed by Senior Environmental Officer - Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer - Mutebi Masitullah.

**Health Minimum
Conditions**

| 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. | There was evidence at the time of assessment that the LG had recruited a substantive District Health Officer (Dr Bossa Richard Sserunkuuma), appointed on 30/9/2013 under DSC Min No. BDSC90.1/2013(ii) as extracted from file No. 10023 | 10 |
| 1 | New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i> | b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0 | There was evidence at the time of assessment that the LG had recruited a substantive Assistant District Health Officer ;Maternal, Child Health and Nursing (Nubuuma Benardete), appointed on 12/5/2017 under DSC Min No. BDSC21/2017:1.(i) as extracted from file No. PER/10180 | 10 |
| 1 | New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i> | c. Assistant District Health Officer Environmental Health, score 10 or else 0. | The LG had not recruited a substantive Assistant District Health Officer Environmental Health and no staff secondment at time of assessment. | 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> | d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0. | There was evidence at the time of assessment that the LG had recruited a substantive Principal Health Inspector (Mbuya Daniel) appointed on 27/12/2010 under DSC Min No. BDSC21/JDSC/2010/BKWE as extracted from file No. PER/10024 | 10 |

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|---|---|--|--|-----------|
| 1 | <p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p> | <p>e. Senior Health Educator, score 10 or else 0.</p> | <p>The LG had not recruited a substantive Senior Health Educator and no staff secondment at the time of assessment.</p> | 0 |
| 1 | <p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p> | <p>f. Biostatistician, score 10 or 0.</p> | <p>There was evidence at the time of assessment that the LG had recruited a substantive Biostatistician (Musisi Deo), appointed on 30/5/2017 under DSC Min No. BDSC37/2017: (C)1 as extracted from file No. PER/10628</p> | 10 |
| 1 | <p>New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p> | <p>g. District Cold Chain Technician, score 10 or else 0.</p> | <p>There was evidence at the time of assessment that the LG had recruited a substantive District Cold Chain Technician (Ngobi Richard Abise), appointed on 7/5/2018 under DSC Min No. BDSC97/2018:(i) as extracted from file No. PER/10415</p> | 10 |
| 1 | <p>New_Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p> | <p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p> | | |

- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. i. Principal Health Inspector, score 20 or else 0.

Applicable to MCs only.

Maximum score is 70

- 1 New_Evidence that the Municipality has substantively recruited or the seconded staff is in place in place for all critical positions. j. Health Educator, score 20 or else 0

Applicable to MCs only.

Maximum score is 70

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 Buikwe DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all health sector projects for the previous financial year (2022/2023 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) for the following health sector projects:

1. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) for Upgrading of Nkokonjeru HC II to HC III in Nkokonjeru Town Council. The ESSF was dated 24th March 2023, signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah.

2. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) for Construction of OPD at Buikwe HC III. The ESSF was dated 24th March 2023, signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah.

3. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) for Construction of Threatre at Ngogwe HC III and Upgrading from HC III to HC IV. The ESSF was dated 24th March 2023, signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah.

4. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) for Upgrading of Nkokonjeru HC II to HC III in Nkokonjeru Town Council. The ESSF was dated 24th March 2023, signed by Senior Environmental Officer – Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer – Mutebi Masitullah

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

Maximum score is 30

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

There was Evidence that Buikwe DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all health sector projects for the previous financial year (2022/2023 FY). The conclusions and recommendations of the Environmental, Social and Climate Change Screening did not require the LG to conduct Environmental and Social Impact Assessments (ESIAs) or any further environmental assessments, instead Costed ESMPs were prepared as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following health sector projects:

1. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Upgrading of Nkokonjeru HC II to HC III in Nkokonjeru Town Council. The ESSF and Costed ESMP were dated 24th March 2023, signed by Senior Environmental Officer - Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer - Mutebi Masitullah.
2. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of OPD at Buikwe HC III. The ESSF and Costed ESMP were dated 24th March 2023, signed by Senior Environmental Officer - Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer - Mutebi Masitullah.
3. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Theatre at Ngogwe HC III and Upgrading from HC III to HC IV. The ESSF and Costed ESMP were dated 24th March 2023, signed by Senior Environmental Officer - Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer - Mutebi Masitullah.
4. Buikwe DLG of Natural Resources Department and Community Development Office presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Upgrading of Nkokonjeru HC II to HC III in Nkokonjeru Town Council. The ESSF and Costed ESMP were dated 24th March 2023, signed by Senior Environmental Officer - Nakiri Jazira Kyazze and was also signed by Senior Community Development Officer - Mutebi Masitullah.

**Micro-scale
Irrigation
Minimum
Conditions**

| No. | Summary of requirements | Definition of compliance | Compliance justification | Score |
|-----|-------------------------|--------------------------|--------------------------|-------|
|-----|-------------------------|--------------------------|--------------------------|-------|

Human Resource Management and Development

| | | | | |
|---|---|---|--|----|
| 1 | <p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation</p> <p><i>Maximum score is 70</i></p> | <p>If the LG has recruited;</p> <p>a. the Senior Agriculture Engineer</p> <p><i>score 70 or else 0.</i></p> | <p>The LG had substantively appointed A senior Agricultural Engineer (Tilandekula Joseph) on 29/7/2022 under DSC minute No. BDSC41/22:(E)1 as extracted from file No, CR/10734</p> | 70 |
|---|---|---|--|----|

Environment and Social Requirements

| | | | | |
|---|---|--|--|----|
| 2 | <p>New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.</p> <p><i>Maximum score is 30</i></p> | <p>If the LG: Carried out Environmental, Social and Climate Change screening score 30 or else 0.</p> | <p>There was Evidence that Buikwe DLG carried out Environmental, Social and Climate Change Screening and prepared Costed ESMPs, where required, prior to commencement of all civil works for all micro-scale irrigation sector infrastructure projects as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following micro-scale irrigation sector infrastructure projects:</p> <p>- Buikwe DLG Department of Natural Resources and Community Based Services Department presented completed Environmental and Social Screening Forms (ESSF) and Costed ESMPs for UglIFT Micro-scale Irrigation Projects for previous FY (2022/2023 FY). The ESSFs and Costed ESMPs dated 9th May 2023, were signed by District Senior Environmental Officer - Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer - Mutebi Masitullah. The Micro-scale Irrigation Farmers screened were from Ngogwe, Kawolo, Wakisi, Nyenga, Najembe and Buikwe Town Council. For instance the following Micro-scale Irrigation Farmers were screened: Kiviri Kizza, Ssemakula Katende Daniel, Namayanja Efrance, Lukolobe Abu, Ssebagenyi Ivan, Kasibante Ronnex, Nalumansi Florence, Ssentongo Simon, Kagulire Godfrey, Kasirye Edward, Kazimba Kaddu Stephen, Nabukera Sylvia, Kiyinji Sam, Tamale Micheal, Konde Moses, Ssembambya Martin, Gizamba Juma, Ssekabira Charles, Balaba Martin, Balugambe Sam, Mugambe Richard Kibiringa, Ggaliwango Isaac, Wandwasi James, Ngabirango Emmanuel, Tanaziraba Johnstone, Nakito Aida Nakabugo, Kayemba Fisal, Katariwa Tarasi, Kansime Veronica, Kafeero Sophatia Salango, Musenero Swaliki and Kkambaza Monday among others</p> | 30 |
|---|---|--|--|----|

**Water & Environment
Minimum Conditions**

| 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. | There was evidence that at the time of assessment the LG had substantively recruited Civil Engineer (water) (Kayaga Arthur), appointed on 8/1/2015 under DSC. Min No. BDSC65/2014(E)1 as extracted from file No PER11002 | 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. | There was no evidence that at the time of assessment the LG had substantively recruited Assistant Water Officer for mobilization and no staff secondment. | 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. | There was evidence at the time of assessment that the LG had substantively recruited a Assistant Engineering Officer (Kavuma Vicent), appointed on 18/2/2000 under DSC. Min No. BDSC68/2000(iv) as extracted from file No PER11011 | 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 LG had not appointed a substantive Natural Resources Officer and no staff secondment 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. | There was evidence that at the time of assessment the LG had substantively recruited Environment Officer (Kisembo Stella), appointed on 25/5/2018 under DSC. Min No. BDSC133/2018:a(i) as extracted from file No CR10705 | 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. | There was evidence that the Local Government (LG) had substantively recruited a Senior Forest Officer (Balimunso Moses); appointed on 25/6/2018 under DSC Minute No. BDSC107/2018:(ii). | 10 |

Environment and Social Requirements

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

If the LG:

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

There was Evidence that Buikwe DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all water sector infrastructure projects for the previous FY (2022/2023 FY) as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following water sector infrastructure projects:

1. Buikwe DLG Department of Natural Resources and Community Based Services Department presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Water Borne Toilet Facility at Ajjijja Trading Centre in Ajjijja village, Malongwe, Buikwe Sub-County. The ESSF and Costed ESMP dated 27th November 2022, signed by District Senior Environmental Officer – Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer – Mutebi Masitullah.

2. Buikwe DLG Department of Natural Resources and Community Based Services Department presented completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for Construction of two (2) Boreholes i.e, Kikoma Borehole and Bulega Borehole. The ESSFs and Costed ESMPs dated 30th November 2022, signed by District Senior Environmental Officer – Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer – Mutebi Masitullah.

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.

There was Evidence that Buikwe DLG carried out Environmental, Social and Climate Change Screening prior to commencement of all civil works for all water sector projects for the previous financial year (2022/2023 FY). The conclusions and recommendations of the Environmental, Social and Climate Change Screening did not require the LG to conduct Environmental and Social Impact Assessments (ESIAs) or any further environmental assessments and so Costed ESMPs were prepared as exemplified by completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for the following water sector infrastructure projects implemented in the previous FY (2022/2023 FY):

1. Buikwe DLG Department of Natural Resources and Community Based Services Department presented completed Environmental and Social Screening Form (ESSF) and Costed ESMP for Construction of Water Borne Toilet Facility at Ajijija Trading Centre in Ajijija village, Malongwe, Buikwe Sub-County. The ESSF and Costed ESMP dated 27th November 2022, signed by District Senior Environmental Officer – Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer – Mutebi Masitullah.

2. Buikwe DLG Department of Natural Resources and Community Based Services Department presented completed Environmental and Social Screening Forms (ESSFs) and Costed ESMPs for Construction of two (2) Boreholes i.e, Kikoma Borehole and Bulega Borehole. The ESSFs and Costed ESMPs dated 30th November 2022, signed by District Senior Environmental Officer – Nakiri Jazira Kyazze, and also signed by District Senior Community Development Officer – Mutebi Masitullah

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 DWO did not provide any abstraction permit for Piped water systems.

0