



Local Government Performance Assessment

Rubirizi District

(Vote Code: 602)

Assessment	Scores
Accountability Requirements	%
Crosscutting Performance Measures	64%
Educational Performance Measures	55%
Health Performance Measures	79%
Water & Environment Performance Measures	48%

No.	Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract				
1	LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.	<ul style="list-style-type: none"> From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> If LG submitted before or by due date, then state 'compliant' If LG had not submitted or submitted later than the due date, state 'non-compliant' From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	The LG submitted the Annual Performance Contract on 21st July, 2019 via PBS which was within the revised date of 31st August, 2019.	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available				
2	LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).	<ul style="list-style-type: none"> From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	Rubirizi DLG Submitted the Budget that incorporated the LG Procurement Plan for the forthcoming FY (2019/2020) on 22nd July, 2019 via PBS which was within the revised date of 31st August, 2019.	Yes
Reporting: submission of annual and quarterly budget performance reports				

3	LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	The LG submitted the Annual Performance Report for the previous FY 2018/2019. on 5th August, 2019 via PBS. The submission of the Annual Performance Report which was within the revised date of 31st August, 2019.	Yes
4	LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).	<p>From MoFPED's official record/inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>Submission of the quarterly budget performance reports during FY 2018/2019 was on the following dates;</p> <p>1st Quarter on 11th November, 2018 2nd Quarter on 13th February, 2019 3rd Quarter on May, 2019 4th Quarter on 6th August, 2019.</p> <p>The submission of the annual report was within the revised deadline of 31st August, 2019</p>	Yes

5	<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>The LG had provided information to the PS/ST on 18th March, 2019 about the status of implementation of the seven queries raised to the Internal Auditor General or Auditor General's findings for the previous Financial Year 2017/2018 which was beyond end of February, 2019.</p> <p>The LG had provided information to PS/ST on the status of implementation of OAG findings including actions against all findings. These included issues regarding; under collection and decline in Local Revenue, deficit in UPE capitation, failure to execute the road fund budget, unregulated activities on district wetlands, lack of land titles, inadequate basic medical equipment and lack of physical planner in private practice. These queries were adequately responded to and cleared.</p> <p>The Council wrote to OAG on 18th March, 2019 in response to issues raised to all the 7 issues above. The OAG received the responses on 21st March, 2019. The OAG stamped the duplicate delivery to confirm receipt.</p>	No
6	<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>The Auditor General's Opinion on the Financial statements of Rubirizi DLG for the Financial Year ended 30th June, 2019 was Unqualified.</p>	Yes

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution				

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

Maximum 4 points for this performance measure.

Evidence that a district/ municipality has:

- A functional Physical Planning Committee in place that considers new investments on time: score 1.

Rubirizi DLG did not have a legally constituted Physical Planning Committee as per Part III (9) of the Physical Planning Act, 2010. At the APA time, the Committee had 7 members which is far below the minimum of 13 expected of a District Local Government. Notably missing was a Physical Planner in private practice.

The reviewed appointment letters indicated that the CAO on 31st January, 2017 by letter Ref. CR/214/26 appointed six members of the Physical Planning Committee who included;

1. Tinkamanyire Jonan, the Physical Planner
2. Musasizi Darius M, the District Agriculture Officer
3. Mugisha John, the District Community Development Officer
4. Muhesi John, the Ag. Town Clerk Rubirizi Town Council,
5. Mubangizi Kizito, the District Health Officer,
6. Monday Swaibu Lwanga, the DNRO
7. Luyimbazi James, the CAO appointed on 10th December, 2018 following his transfer into the DLG

The seven members' Committee missing a Physical Planner in private practice was functional and discharged its duties in FY 2018/19 as evidenced by the meetings held on;

a. 11th July, 2018 through minute Min. MIN. 05/RDLG/PPC/2018, Eng. Nyerindo Frank highlighted on the Property rates and called upon the members to sensitize the public about Urban Planning because the public was ignorant about it.

b. 16th August, 2018 under minute MIN. 05/RDLG/PPC/2018 the CAO informed the members that the whole Country was declared a Planning area and therefore Physical planning was unavoidable.

c. 13th September, 2018 through MIN. 02/RDLG/PPC/2018, the members were oriented about their roles and duties and tasked to sensitize the general public about Physical Planning.

In the same meeting under MIN 04/RDLG/PPC/2018, the Committee approved development applications for instance an application for farming land by Mugisha Rojoo of Kyabakara village.

- On 1st May, 2019 under MIN. 04/RDLG/PPC/2019, the Committee received, discussed and approved Building plans e. g the plan for Kimbowa Francis of Kigabo, Katunguru, Bunyaruguru in Rubirizi for a Commercial Safari Lodge.

- The reviewed file had an attendance for a meeting held on 20th June, 2019 but the minutes were not on file.

Therefore, there was no evidence of new infrastructure investments approved plans basing on the approved Physical Development Plan.

1	<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>Rubirizi DLG through letter Ref. CR/214/26 of 11th July, 2019 submitted the one set of minutes for Physical Planning Committee to MoLHUD and was acknowledged on.</p> <p>At the time of the LG APA, the team was informed that the Physical Planner was in Kampala to submit other sets of minutes.</p>	0
1	<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>Rubirizi District Local Government did not have an approved Physical Development Plan thus none of the infrastructure investment is approved as per the plan.</p> <p>However, further review of the records indicated that the DLG had developed a concept paper on sustainable implementation of Physical Planning in Rubirizi DLG on 8th June, 2016.</p>	0

1	<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> Action area plan prepared for the previous FY: score 1 or else 0 	<p>There was no Action Area Plan development ed during the previous FY</p>	0
2	<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>Priorities in AWP for FY 2019/2020 were based on the outcomes of the Budget Conference as evidenced below:</p> <ol style="list-style-type: none"> 1. Construction of Administration block at the District HQs of Rubirizi was on page 8 of the AWP and on page 4 Budget Conference Report page 8. The profile page not seen. 2. Demonstration gardens maintenance at the District Headquarters was on page 36 of the AWP and was captured on page 72 of the LG Approved Budget estimates and was on page 4 Budget conference report. The profile page not seen 3. The construction of a Seed School at Ryeru SS was on page 72 LG Budget Estimates, on page 17 of the AWP and on page 19 of the Budget Conference report. The Project profile page not seen. 	2

The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and

have project profiles

Maximum 5 points on this performance measure.

- Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1.

There was clear evidence that priorities in the Annual Work Plan were derived from the five-year DDP as indicated in the priorities below in different sectors;

- a) Upgrading of Mushumba and Munyonyi H.C II to H.C.III captured on page 72 of the DDP II and on page 66 of the AWP
- b) Establishing a nursery bed at the district HQs captured under page 77 of the DDP II and on 107 of the AWP.
- c) Restoration and demarcation of wetlands captured on page 77 of the DDP II and on 107 of the AWP.
- d) Demonstration gardens maintenance at the District HQs on page 70 of the DDP II and on page 36 of AWP
- e) Construction of the Administration block of the District of Rubirizi captured on page 74 of the DDP and page 8 of the AWP

2	<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>There were no project profiles seen and the TPC minutes reviewed had no clear bearing on the projects planned for.</p>	0
3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>Annual Statistical Abstract with gender disaggregated data was not seen, nor any evidence of the discussion of the Abstract by the TPC of the district seen by the AT.</p>	0

4	<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>All Infrastructure projects implemented by the LG in the previous FY 2018/2019 were derived from the Annual Work Plan and Budget approved by the LG Council under Minute 21/2018 of Council meeting held on 24th. May, 2018 as exemplified below;</p> <ol style="list-style-type: none"> 1. Construction of District Admin block of Rubirizi District HQ on page 31 of the AWP and on page 7 of the LG Budget 2. Construction of VIP Latrine at Mushumba PS on page 58 of the AWP and on page 33 of the LG Approved Budget . 3. Construction of VIP Latrine at Rutoha and Rugando II P/S on page 55 of the AWP and correspondingly on page 33 of the Budget 4. Upgrade of H.C.II to H.C.III at Munyonyi and Mushumba Health Centre IIIs on page 55 of the AWP and correspondingly on page 25 of the Budget. 5. Rehabilitation of a district store captured on page 65 of the AWP and on page 39 of the Budget. 	2
4	<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <p>o 100%: score 4</p> <p>o 80-99%: score 2</p> <p>o Below 80%: 0</p>	<p>There was evidence that investment projects implemented in the previous FY 2018/2019 were completed as per work plan by end for FY 30th June, 2019 as indicated below;</p> <ol style="list-style-type: none"> 1. Construction of Rubirizi Administrative block implementation level was 90% 2. Construction of VIP Latrine at Mushumba P/S implementation level 100% 3. Construction of VIP Latrine at Rutoha and Rugando II P/S implementation level 100% 4.. Upgrade of H.C.II to H.C.III at Munyonyi and Mushumba H.C III implementation level 93% 5. Rehabilitation of a district store implementation level 100% 6.. Construction of Kyabakara gravity flow scheme in Kyabakara Sub County implementation level 100% <p>Percentage = 3×100</p> <p>6</p> <p>= 50%</p>	0
5	<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous</p>	<ul style="list-style-type: none"> • Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>Although there was evidence that most of investment projects in the previous FY were completed within approved budget (Max. 15% plus or minus of original budget) some were not as shown below:</p> <ol style="list-style-type: none"> 1. Construction of the District administrative block <p>Budgeted at 350, 000,000/-</p> <p>Expenditure: 327,300,000/-</p> <p>Completion level – 93.5%</p>	0

FY

Maximum 4
points on this
Performance
Measure.

2. Construction of VIP Latrines at Mushumba Primary School.

Budgeted; 24,000,000/-

Expenditure: 23,300,000/-

Completion rate: 97.1%

3. Renovation of district store.

Budgeted: 7,000,000/-

Expenditure: 7,000,000/-

Completion -100%

4. Construction of Kyabakara gravity flow scheme in Kyabakara S/C

Budgeted:128,000,000/-

Expenditure: 125,000,000/-

Completion rate: 97.6%

5. Supply of iron sheets in selected P/S Rehabilitation of a gravity flow scheme at Katenga and Rushozi.

Budgeted: 145,372,000/-

Expenditure: 115,000,000/-

Completion rate: 79.1%

6. Construction of Kyabakara gravity flow scheme in K classrooms at Nkinga, Kebiremo, Makwizi and Muti P/Ss.

Budgeted: 611,150,000/-

Expenditure: 553,137,000/-

Execution level: 90.5%

DLG had its investment projects in the previous FY 2018/2019 completed within approved budget in the range of 15% maximum and 15% minus save for Supply of iron sheets in selected P/S Rehabilitation of a gravity flow scheme at Katenga and Rushozi.

At sector level, the overall budget and actual expenditure was as per the table below;

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

1 Education 533,494 138,858,000

2 Health 1,054,350,000

246,615,000

3 Production 95,067,000 95,067.000

4 Water 315,283,000

138,858,000

Total 1,465,233,494

524,426,067

Percentage = 524426067×100

1465233494

= 35.8%

The 35.8% was proof that the investment projects in the previous FY were not completed within approved budget – Max. 15% plus or minus of original budget:

5	<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none">• Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2	<p>There was no list of assets and projects in need of maintenance prepared during the FY 2018/2019:</p> <p>The District Engineer informed the team that Water facilities O&M is done by the communities utilising user fees collected by user committee from each household. No evidence was seen from the visited water and sanitation facilities.</p> <p>Assessment team was informed by the District planner, Mr. Atwiine Albert that O&M is catered for by recipients of specific projects, i. e schools in their respective school budgets, while Health facilities O&M is catered for on page 33 of the Primary Health Care Guidelines. No records were seen to proof that explanation.</p> <p>There were no records on Budgeting and execution of O&M from the water user committees or as guided by PHC Guidelines.</p>	0
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Human Resource Management

LG has substantively recruited and appraised all Heads of Departments

Maximum 5 points on this Performance Measure

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

The approved and costed Staff Establishment Analysis for Rubirizi District was communicated by MoPS on 19th May, 2017 by letter to the letter Ref. No. ARC 135/306/01 following a submission for approval from the LG on 2nd May, 2017 by letter CR/161/1.

The staff Establishment for implementation had ten Departments inclusive of that of Administration. These were; Finance, Planning, Works, Education, Community Based Services, Natural Resources, Production, Production, Trade, Industry and Local Economic Development plus Health services.

The substantively filled Departments were;

- Health services was filled by Dr Tibenda Bulumu Kise-Sete who was appointed on 28th May, 2015 by letter Ref. CR/156/4/1 as directed by DSC Min. 22/2015 (P) (i),

- Community Based Services was filled by Mugisha John Mary who was appointed on 28th May, 2015 by letter Ref. CR/156/4/2 as directed by DSC Min. 22/2015 (q) (i),

- Education was filled by Biru Stephen Wafuru who was appointed on 18th September, 2019 by letter Ref. CR/156/4/1 as directed by DSC Min. 17/2015 (c),

- Production was filled by a Senior Agricultural Officer; Mwesigye Musasizi Darius who was appointed on 3rd April, 2017 by letter CR.156/4/1 as District Production and Marketing Officer as per the DSC No. 24/2017.

- Trade, Industry and Local Economic Development was filled by Nabaasa Levi Bugembe a senior Commercial Officer who was appointed on 18th December, 2019 through letter CR. 156/4/1 as was directed by DSC Min. No. 71/2019 (a),

The Departments with Officers in acting capacities following the assignment of duty by the CAO in accordance with the Standing Orders (E-C) 8 (b) were;

- Finance was filled by the Ag. CFO; Tibamwenda Sarah a Senior Accountant appointed on 27th December, 2012 by letter CR/156/4/1 as directed by DSC Min. 23/2012 (4). She was appointed as acting CFO on 15th April, 2019 by letter CR/156/4/1 as directed by DSC Min. No. 23/2019,

- Works was filled by the Ag. District Engineer; Tumuhairwe Karium Bruce a Senior Assistant Engineering Officer appointed on 18th December, 2017 by letter CR/156/4/1 as directed by DSC Min. 69/2017. He was assigned duties of caretaking as Ag. District Engineer by the CAO on 18th December, 2017 by letter CR. 153/1,

- Planning was filled by Ag. District Planner, Atwiine Vincent Albert who was appointed by redesignation from Population Officer on 23rd January, 2018 by letter CR/156/4/2 as directed by DSC Min. 10/2018 (i).

6	<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>The reviewed files for the HoDs that existed in FY 2018/19 both substantive and in acting capacities indicated that six were appraised and three not. They were appraised by the CAO for FY 2018/2019 was by endorsing their performance reports prepared at the of the FY 2018/19 as shown below;</p> <ul style="list-style-type: none"> • The District Health Officer was appraised on 3rd July, 2019, • The District Community Development Officer was appraised on 20th July, 2019, • The District Education Officer was appraised by 30th June, 2019, • The District Head of Production was appraised was appraised but date not indicated on the signed Performance Report for FY 2018/19, • The Acting Chief Finance Officer was appraised on 31st July, 2019, • The Acting District Engineer was appraised 31st July, 2019. 	0
7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>During the FY 2018/19, the CAO through filled PSF1 forms declared 13 vacancies to the DSC on 12th December 2018.</p> <p>The vacancies included that of; the CFO, Civil Engineering Assistant, Civil Engineer Water, Town Clerk/Principal Township Officer, the DEO, Senior Inspector of Schools, medical officer, District Internal Auditor, District Planner, Commercial Officer, Senior Finance Officer, Senior HRO, Askaris and Physical Planners for Town Council.</p> <p>The DSC considered the declaration during its 57th meeting held from 8th – 9th May, 2019 for instance under minute DSC Min. No. 40/2019 (g) directed the CAO to issue the appointment details of Senior Finance Officer to Birungi Chris and Biryomumeisho Meres be appointed as Physical Planner Rubirizi Town Council as directed by DSC Min. 40/2019 (b).</p> <p>The Senior Inspector of Schools and Civil Engineer (Water) were considered under DSC Min. 20/2019 of the 56th meeting held on 9th April, 2019.</p>	2

7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>The CAO presented twenty-one staff that were on probation appointment to the DSC different dates for example Nakafero Fortunate a parish chief on 29th April, 2019 and relatedly Selunyigo Julius a parish chief on 12th April, 2019.</p> <p>The DSC in Accordance with the authority under the provisions of article 200(1) of the Constitution of the Republic of Uganda 1995 and section 55 (1) of the Local Government Act, Cap 243 (as amended), held its 57th meeting from 8th to 9th May, 2019 and under minute DSC. Min. No. 39/2019 (a) (vii) and Min. No. 39/2019 (a) (xii) recommended that Nakafero Fortunate and Selunyigo Julius be confirmed in service as parish chiefs respectively and be admitted to the Permanent and Pensionable establishment of Public service with immediate effect.</p> <p>Under the same meeting through Min. No. 39/2019 (c) (vii) the DSC recommended that Education Assistant II Muhwezi Zubairi be confirmed in his appointment and be admitted to the Permanent and Pensionable establishment of Public service with immediate effect</p>	1
7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>On 2nd May, 2019, the CAO submitted Asiimwe Michael a Parish Chief to the DSC for reprimanding over abscondment of duty.</p> <p>The DSC 58th meeting held on 19th June, 2019 under Min. No. 51/2019 resolved to regard Asiimwe as having absconded his duties and therefore be dismissed from service.</p> <p>On 30th July, 2019 via letter CR/156/4/2, the CAO dismissed Asiimwe Michael from service.</p>	1
8	<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>The LG was using the IPPS and during the FY under review, the LG recruited staff on 20th May, 2019 all accessed the salary Payroll on 28th June, 2019 for example;</p> <ul style="list-style-type: none"> • Biryomumeisho Meres the Physical Planner on 28th June, 2019 vide IPPS 1042662 his first salary as reflected on the Payroll and payment receipt. • Turyamwesimira John the DNRO on 28th June, 2019 through IPPS No. 064812 received his first salary as reflected on the June, Payroll. 	3

8	<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>During the Financial under review, the total number of retirees was four; three were on mandatory and one was early.</p> <p>The processing of pension was handled at MoPS. The file for Twesigye Exavier (Inspector of Schools whose effective date of retirement was 6th December, 2018 was submitted to MoPS on 17th October, 2018 and the pensioner accessed the Payroll in February, 2019 via IPPS No. 290221 as per date of invoice 11th February, 2019.</p> <p>Other pensioner; Natukunda Mildred a former deputy Headteacher whose effective date of retirement was 14th July, 2018 and file submitted to on 17th October, 2018 but accessed the pension payroll in March, 2019</p> <p>The delay in accessing the payroll was attributed to the failure to fully decentralise the pension management which had caused procedural delays at MoPS during auditing of the submitted files by the LG.</p>	0
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Revenue Mobilization

9	<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 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% - 10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>Total of OSR for FY 2017/2018 was Shs 104,379,187.</p> <p>Total of OSR for FY 2018/2019 was Shs 163,568,982.</p> <p>Increase was Shs 59,189,795.</p> <p>Percentage increase was calculated as:</p> $\frac{59,189,795 \times 100}{104,379,187}$ <p>Percentage increase was 56.7%</p> <p>There was a remarkable increase in LR by Shs 59,189,795. This was attributed to efforts made by the Council in; revision of revenue enhancement plan which introduced new charging policy. The Council also employed a Senior Finance Officer and was made in charge of revenue collection. The Council also levied trading licenses on people who travelled from outside the district to buy vanilla from Rubirizi for export (e.g. Sekalala and Coetcz who traded in vanilla). These developments led to the boost in LR collection during the period FY 2018/2019.</p>	4
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10	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Total Local Revenue Planned/Budgeted (Original not Revised Budget) for FY 2018/2019 was Shs 150,000,000.</p> <p>Total Local Revenue collected during FY 2018/2019 was Shs 163,568,982.</p> <p>Performance was 91.7%.</p> <p>The revenue collection ratio was within 10%.</p>	2
11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Local Revenue collections subjected to sharing with LLGs was Shs 43,342,145.</p> <p>Amount of Local Revenue remitted to LLGs Shs. 3,950,000.</p> <p>Status of compliance: 9.11%</p> <p>The Council did not remit the mandatory LLG share of LR.</p> <p>However, the advent of IMFS had changed the remittance procedures. The MFPED advanced funds to LLGs every quarter based on prior LR budget of the LLG, to enable them continue providing services. The LR that the LLG would collect would then be banked 100% into the BoU's LG collection account, in order to recover the advances.</p> <p>However, the Hqtrs would continue to remit the 65% of the budget to LLGs. The LLGs would then recover all the monies advanced during the FY, failure to recover these advances would lead to recovery from non-wage allocations in the following FY. This therefore meant that the remittances from HLG would eventually be phased out.</p>	0
11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>Total expenditure on council allowances and emoluments during FY 2018/2019 was Shs 31,713,099.</p> <p>LR collection during FY 2017/2018 was Shs 104,379,099.</p> <p>Percentage 30.38%.</p> <p>The expenditure was higher than the 20% of OSR for FY 2017/2018. However, on 30th July, 2018, the Council wrote a letter to the Minister of Local Government and requested for permission to spend above 20% threshold on Council allowances and emoluments for FY 2018/2019. Permission was granted by letter dated 27th August, 2019 ref: MC.22.</p>	0

Procurement and contract management

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

Maximum 4 points on this performance measure.

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

The Rubirizi PDU was maned by;

The Senior Procurement Officer; Kwikiriza Alex was appointed on 25th May, 2012 by letter CR/156/4/1 as directed by DSC minute No. 49/2012, and the

Procurement Officer; Saturday Izidooro was appointed on 20th June, 2011 by letter CR/156/4/1 as was directed by DSC minute No. 181/2011

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

Maximum 4 points on this performance measure.

- Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1

The appointed Evaluation Committees for the procurements during FY 2018/2019 produced evaluation reports with technical and clear recommendations to the Contracts Committee for instance;

The Reports of the Evaluation Committee were submitted to the Contracts Committee during FY 2018/2019 on the following dates;

The Evaluation report for Procurement No. RUBI602/Wrks/18-19/0042; Rehabilitation of Water point Sources in Nyakinyanja, Kashenyi, Rugarama, Mugogo and Nyabubare was produced and endorsed by the three EC members on 2nd May, 2019 and was submitted to the Contracts Committee on 8th May, 2019,

The Evaluation report for Procurement No. RUBI602/Wrks/18-19/0052; Construction of fero-cement tank at Ndekye P/s was produced and endorsed by the three EC members on 2nd May, 2019 and was submitted to the Contracts Committee on 8th May, 2019

The Evaluation report for Procurement RUBI602/Wrks/18-19/0015; Renovation of Rumuri and Kyenzaza Health Centres was produced on 8th January, 2019 and submitted to Contracts Committee on 10th January, 2019

The Evaluation report for Procurement RUBI602/Wrks/18-19/0014; Rehabilitation of water tank at Rugazi HC IV was produced on 2nd May, 2019 and submitted to the Contracts Committee on 8th May, 2019, and

The Evaluation report for Procurement RUBI519/Wrks/18-19/0007; Construction of a 5-stance VIP Latrines at Mushumba P/s was produced on 22nd October, 2018 and submitted to Contracts Committee on 24th October, 2018

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

Maximum 4 points on this performance measure.

- Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1

The Contracts Committee (CC) upheld the recommendations of the EC during the award of contracts during the FY 2018/19. There were no deviations from those recommendations, for examples;

In its report dated 2nd May, 2019, the EC recommended to the CC that M/s Mbosemu Construction Limited as the best evaluated bidder at UGX 18,508,480 and therefore be awarded the Contract for the Rehabilitation of Water Points, Procurement Ref. RUBI602/Wrks/18-19/0042.

The CC on 8th May, 2019 through Min. No. 115/CC/2018/2019 upheld the recommendations of the EC and awarded the Contract to M/s Mbosemu Construction Limited and the Contract was signed on 7TH June, 2019.

In its report dated 8th January, 2019, 2018, the EC recommended to the CC that M/s Sagm Technical Services Limited be awarded the Contract for the Construction of Mafuga Gravity Flow Scheme as the best evaluated bidder at UGX 97,673,100.

The CC on 31st January, 2019 through Min. No. 96/2018-2019 (i) upheld the recommendations of the EC and awarded the Contract to M/s Sagm Technical Services Limited at UGX 97,673,100 and the Contract was signed on 19th March, 2019.

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

Maximum 2 points on this performance measure.

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

The Procurement and Disposal Plan (PDP) for FY 2019/20 covered all infrastructure projects in the FY 2019/20 approved AWP, for instance;

On page 4 of 7 and item No. 11 under Water of the PDP at UGX 150M, the project for Extension of Kikumbo Water supply system which was captured on page 97 of the LG AWP.

On page 4 of 7 and item No. 11 under Water of the PDP at UGX 48M, the project for Extension of Mushumba WSS to Mushumba-Kyaaro which was captured on page 97 of the LG AWP.

On page 3 of 7 and item No. 9 under Health at UGX 9, the project for renovation of Katerera Laboratory was captured on page 22 of LG Budget Estimates FY 2018/19.

On page 3 of 7 and item No. 9 under Health at UGX 9, the project for Construction of Kishenyi HC which was captured on page 22 of LG Budget Estimates FY 2018/19.

, Construction of Administration block Phase II on page 1 of 7 under page under Administration which was captured on page 9 of the AWP.

The Procurement Disposal Plan for FY 2018/19 corresponded well with the respective AWP for example;

P rocurement Ref. No. RUBI602/Wrks/18-19 0042; Rehabilitation of Water Points was on page 4 of 7 of the Procurement and Disposal Plan (PDP) at UGX 30M for five water points which was on page 72 of the AWP,

Construction of fero-cement tank at Ndekye P/s; RUBI602/Wrks/18-19/0052 was on page 4 of 7 in a package of 12 water points at UGX 30M under the section 11 (water) was captured on page 72 of the AWP.

Construction of VIP latrine at Mushumba P/s Pro. Ref. RUBI602/Wrks/Wrks/18-19/0007 was on page 5 of 7 under Education section as item 12 at UGX 26M and on page 58 of the AWP.

14	<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2 	<p>Rubirizi DLG according to the Procurement and Disposal Plan of FY 2019/2020 set out to implement eleven infrastructural projects. By 30th August, 2019, the PDU had prepared ten out of eleven projects bid documents which translated to 91% for instance;</p> <p>The bid document for the extension of Kikumbo water supply scheme,</p> <p>Extension of Mushumba WSS,</p> <p>Renovation of Katerera HC III</p> <p>Renovation of Kisenyi HC III</p> <p>Construction of Administration Block phase II.</p> <p>The bids had been prepared by in August and were approved by the Contracts Committee meeting held on 13th August, 2019 under different minutes for instance;</p> <p>The bid document for the extension of Kikumbo water supply scheme approved under Min. 23/CC/2019/20,</p> <p>Extension of Mushumba WSS approved under Min. 21/CC/2019/20,</p> <p>Renovation of Katerera HC III approved under Min. 17/CC/2019/20</p> <p>Renovation of Kisenyi HC III approved under Min. 17/CC/2019/20</p> <p>Construction of Administration Block phase II approved under Min. 28/CC/2019/20.</p>	2
14	<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>Rubirizi DLG had a one page excel sheet as its updated Contracts register that captured all projects implemented during the FY 2018/19 as indicated by the Construction of a VIP Latrine at Mushumba Primary School in Ryeru Sub County. The payment of VIP latrines was on 2nd August, 2019 at UGX 23,390,550.</p>	2

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

Maximum 6 points on this performance measure.

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

All the procurements undertaken during the FY under review complied with Regulation 33(3) of the LGs (Public Procurement and Disposal of Public Assets) Regulations 2006 Thresholds for procurement of Works (1a and 1b), thresholds for procurement of supplies and services (2a and 2b), micro procurement (3) and community purchase (4).

Rubirizi DLG Contracts Committee used two procurement methods; Open Domestic and Restrictive/Selective bidding. The evidences were;

The Procurement No. RUBI602/Wrks/18-19/0042; Rehabilitation of point water services in Nyakinyanja, Kashenyi, Rugarama, Mugogo and Nyabubare. The Contracts Committee on 19th March, 2019 approved the Open Domestic Bidding under Min. 101/CC/2018/19. The procurement was externally advertised in the New Vision, Thursday, April 4, 2019.

The Procurement No. RUBI602/Wrks/18-19/0052; construction of ferro-cement water tank at Ndekye P/s was procured through Open domestic bidding which was approved by the Contracts Committee on 19th March, 2019 under Min. 101/CC/2018/19. The procurement was externally advertised in the New Vision, Thursday, April 4, 2019

The projects that were procured through the Restricted or selective bidding included;

Procurement RUBI602/Wrks/18-19/0014; Rehabilitation of water tank at Rugazi HC IV. The Contractor M/s NATO Engineering Co. Limited was No. 3 on the prequalified list of Contractors and Suppliers for FY 2018/19 – 2020/21 approved by the Contracts Committee on 11th June, 2018 under minute 121/CC/2017/18 as was listed under Agenda No. 05.

15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>The Council used EFT payment system in all settlements and all the sampled payments on file were payment vouchers for contracts under Education and Health sectors which were made on time within 30 days. Some examples were as follows:</p> <p>The Payment was made to M/s Leader Investments Ltd., for a contract for the construction of a 4-stance VIP latrine at Kirugu Moslem Primary School at Kurugu Sub-county. The contract price was UGX 23,690,506. The claim for payment was dated 5th Feb., 2019. The certificate of works for civil works was dated 12th March, 2019. The claim letter for payment was dated 4th Mar., 2019. It went through the official verifications and recommendations; DE and DEO (12th March, 2019) and was approved by CAO on 13th Mar., 2019. Payment voucher was dated 13th Mar., 2019 and receipt was issued on 20th March, 2019.</p> <p>The Payment was made to M/s B&D International C. Ltd., for the contract for the upgrade of Mushumba and Munyonyi HC IIs to HC IIIs. The contract price was UGX 231,480,000. The claim for payment was dated 10th June, 2019. The official verifications and recommendations; DE (11th June, 2019), DHO (11th June, 2019), CFO (11th Jun., 2019). The CAO approved the payment of UGX 173,820,391 on 11th June, 2019. The payment voucher was dated 13th June, 2019 and receipt issued on 17th June 2019.</p> <p>Payment was made to M/s Mbosemu for the contract for rehabilitation of point water sources in Rututo, Ryeru and Kyabakara sub counties. The contract prize was UGX 18,568,480. The official verifications and recommendations were made by DWO (25th June, 2019) and CFO (25th June, 2019). Payment voucher was dated 25th June, 2019 and receipt was issued on 25th June, 2019.</p>	2
15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>The implementation of the projects for FY 2019/20 had not commenced by the APA. They were still at Procurement level.</p> <p>The PAT however observed from the FY 2018/19 projects were clearly labelled e. g the rehabilitation of water tank at Rugazi HC IV funded by DDEG, contract duration 90 calendar days constructed by M/s Voyage Investment at UGX 42,244,000</p>	2

Financial management

16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>Rubirizi District Local Government bank reconciliations were still manual. The Manual General Ledger reconciliation cash books were up to date. The General Ledger position and the Bank statement closing balance for October 2019 was UGX 911,195,703.</p> <p>Bank account was being held at Bank of Africa- Rubirizi Branch. The reconciliation statements were promptly produced by end of each month.</p>	4
17	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<p>All the sampled payments were through manual payment vouchers for payments made under Education, Water and Health sectors. A review of the sampled payments indicated that all payments were made within 30 days. Some examples were as follows:</p> <ul style="list-style-type: none"> • Under Education, payment was made to M/s Nato Engineering Company Ltd for the contract for construction of 4-stance VIP lined latrine at Rugando PS. The contract price was UGX 23,920,606. The certificate of works for civil works was dated 12th March, 2019. The claim letter for payment was dated 4th March, 2019. It went through the official verifications and recommendations; District Engineer and District Education Officer (12th March, 2019) and was approved by CAO on 13th March, 2019. Payment voucher was dated 13th March, 2019 and receipt was issued on 20th March, 2019. • Under Education, payment was made to M/s Leader Investments Ltd., for a contract for the construction of a 4-stance VIP latrine at Kirugu Moslem Primary School at Kurugu Sub-county. The contract price was UGX 23,690,506. The claim for payment was dated 5th February, 2019. The certificate of works for civil works was dated 12th March, 2019. The claim letter for payment was dated 4th March, 2019. It went through the official verifications and recommendations; DE and DEO (12th March, 2019) and was approved by CAO on 13th March, 2019. Payment voucher was dated 13th March, 2019 and receipt was issued on 20th March, 2019. • Under Health, payment was made to M/s B&D International C. Ltd., for the contract for the upgrade of Mushumba and Munyonyi HC IIs to HC IIIs. The contract price was UGX 231,480,000. The claim for payment was dated 10th June, 2019. The official verifications and recommendations; DE (11th June, 2019), DHO (11th June, 2019), CFO (11th June, 2019). The CAO approved the payment of UGX 173,820,391 on 11th June, 2019. The payment voucher was dated 13th June, 2019 and receipt issued on 17th June, 2019. • Under Water Sector, payment was made to M/s Mbosemu for the contract for rehabilitation of point water sources in Rututo, Ryeru and Kyabakara sub counties. The contract prize was UGX 18,568,480. The official verifications and recommendations were made by DWO (25th June, 2019) and CFO (25th June, 2019). Payment voucher was dated 25th June, 2019 and receipt was issued on 25th June, 2019. 	2

18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>Internal Auditor, Mr. Sira Arinaitwe (33) was the District Internal Auditor at the level of U4. The position of Senior Internal Auditor does not exist at the DLG. He holds a BBA (Accounting) degree awarded from Kabale University in 2013, Post Graduate Diploma (Financial Management) from UMI in 2017 and is currently pursuing CPA from ICPAU.</p>	1
18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>All the four Quarterly Internal Audit Reports for FY 2018/2019 were produced on the following dates;</p> <p>1st Quarter on 27th November, 2018</p> <p>2nd Quarter on 28th February, 2019</p> <p>3rd Quarter on 19th June, 2019, and</p> <p>4th Quarter on 12th August, 2019</p>	2
18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>Information to Council and PAC on six Internal audit queries of unaccounted for funds in Education (UGX 20,347,750) in Water (UGX 3,077,000). There was also unaccounted for funds under Finance (UGX 6,433,000).</p> <p>Other issues included lack of bank reconciliation statements in most schools, All these issues were cleared by PAC. All these findings were followed up by CAO and PAD was informed. For example, on 26th August, 2019 all HOD were summoned for meeting and instructed to prepare implementation reports for his review and onward transmission to PAC</p>	2

18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>There was evidence that various authorities on the distribution list of receiving Quarterly Internal Audit reports such as CAO, DPAC, and RDC LCV Chairperson received the Quarterly Internal Audit Reports by direct deliveries (Stamps on the duplicate reports). The DPAC reviewed reports on various dates. Some meetings held discussed the IA reports in retrospect. For example, on 17th May, 2019, the DPAC submitted their report (ref: 214/3) covering OAG report for FY 2018/2019. On 19th August, 2019, DPAC submitted the report (ref: 214/3) covering Q3 IAR for FY 2018/2019 and on 3rd Oct., 2019, DPAC submitted their report covering Q2 and Q4 Internal Audit report for FY 2017/2018. It was reported that lack of funds for siting allowances was the major problem militating against regular meetings</p>	1
19	<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The Council operated a manual assets register during FY 2018/2019. Although the Council came into being way back in 2010, the installation of computer equipment was done only in July 2019 and currently staff are undergoing training. The manual asset register was detailed enough and was updated regularly for land, furniture and fittings, machinery and equipment. The Council was compliant with regulations regarding maintenance of the asset's registers. The Board of Surveys report of FY 2018/2019 showed the details of all district assets and their conditions and recommendations for future handling.</p>	4
20	<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>The Auditor General's Opinion on the Financial statements of Rubirizi DLG for the Financial Year ended 30th June, 2019 was Unqualified.</p>	4

Governance, oversight, transparency and accountability

The LG Council meets and discusses service delivery related issues

Maximum 2 points on this performance measure

- Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2

The Rubirizi DLG Council met and discussed service delivery related issues as provided in the minutes below:

- Quarter 1: meeting was held on 30th August, 2018 and under Minute No. 170. Aug.18. The Council discussed:

(i) Formation of school Management Committees.

(ii) Rewarding of the best performers in the district.

(iii) Decline in collection of revenue in the district

(iv) Delayed salaries and pension

- Quarter 2: meeting was held on 31st October, 2018 and under Minute No. 173. Oct.18, discussed:

(i) Management Committee for Rubirizi Health Centre IV

(ii) Formation of the district Public Accounts Committee.

(iii) Land encroachment on Kambugu Hospital land.

(iv) In adequate funding for children with special needs in the district.

(v) Youth livelihood program.

- Quarter 3: meeting was held on 3rd January, 2019 under Minute no 176. Oct.18, there was discussion on;

(i) Functionality of the District Roads Committee

(ii) Creation of an alternative route to for Kanyantoogo in Kayonza S/C through Kyajura – Kanyabuhama in Butogota Town Council.

(iii) Approval of Supplementary budget estimates of UGX 449,637,600 for wages.

- Quarter 4: meeting was held on 29th May, 2019 under Minute No 229.May.2019, there was deliberations on;

(i) Kambuga Hospital monitoring report.

(ii) Identification and selection of a subcommittee to lobby for new district infrastructure.

(iii) Consideration of Sector Reports.

The LG has responded to the feedback/ complaints provided by citizens

Maximum 2 points on this Performance Measure

- Evidence that LG has designated a person to coordinate response to feed-back (grievance/complaints) and responded to feedback and complaints: score 1.

Rubirizi district LG had Mr. Natulinda Amon as the designated officer vide letter dated 2nd. July.2018 Ref. CR/150 to handle complaints/grievances.

There was however no evidence that the officer designated responded to feedback provided by citizens. No record of complaints raised nor responses to the general public complaints/issues seen in the register availed.

Complaints register seen was addressing staff related issues, namely missed salaries, delayed pension.

22	<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>The Local Government of Rubirizi had no clearly specified system for recording, investigating nor responding to grievances/complaints displayed at the Local Government office.</p>	0
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>The Local Government Notice Board had the LG payroll for October, 2019 and</p> <p>Pensioner schedule clearly displayed at the entrance of the main district structure.</p>	2
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>PDU had not publicized the Procurement Plan for FY 2019/20 at the District Notice Board.</p>	0
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>A summary of Last FY LG National Assessment performance results was posted on PDU Notice Board at the entrance of the main Administration Block</p> <p>Displayed in August.2019.</p>	1

24	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>There was evidence of HLG communication of guidelines, circulars and policies issued by national level to lower local governments seen. This was in the CAO's letter dated 1st November, 2018. Dissemination of Planning Guidelines from National Planning Authority to Sub-county Chiefs, Town Clerks, Community Development Officers and Parish Chiefs seen by the Assessment team.</p>	1
24	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feedback on status of activity implementation: score 1. 	<p>There was evidence that the District had conducted discussions with the public to provide the status of activity of implementation in a report of a baraza meeting held in Rutenga Sub-county, explaining government programs. The baraza meeting was attended by community members, Local Council III Chair persons, Sub/county chiefs, Sub/county Community Development Officers, District Police Commander, District Water Officer, District Production Officer, and Councillors.</p> <p>A radio talk show by the department of Education was held on 18th.August.2019 and on the 28th.July.2019 to explain government programs.</p>	1

Social and environmental safeguards

25	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>There was evidence that the gender focal person provided guidance and support to mainstream gender:</p> <p>Twinemujinya was assigned the duties of the Gender focal point person on 10th January, 2018 by the Chief Administrative Officer.</p> <p>In the TPC meeting held on 11th February, 2019 under the Min No 13/2019, the gender focal point person presented on integration of gender issues in sectoral planning.</p>	2
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The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles

Maximum 4 points on this performance measure.

- Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implement-ted: score 2.

There was evidence that the Gender Focal Point Person and CDO planned a minimum of two activities to strengthen women's roles in the FY 2019/2020. These were: Sensitisation of stake holders Capacity building of the technical staff and Monitoring of gender implementation which were captured on page 80 of the work plan

The Gender Focal Person for the FY 2019/2020 had a Budget of UGX 1,000,000.

The execution of the Gender budget for FY 2018/19 was below 90% as required for any LG to score. The Budget for FY 2018/2019 was UGX 1,000,000 and the actual budget absorption was 50%.

There was one activity planned for FY 2018/2019 as reflected on page 111 of the approved AWP; sensitisation of stakeholders in gender issues at UGX 500,000.

Actual expenditure for FY 2018/2019 was therefore UGX 500,000.

Percentage execution was

$$= 500,000 \times 100$$

$$1,000,000$$

$$= 50\%$$

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

Maximum 6 points on this performance measure

- Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1

There was no evidence that Environmental screening of projects where it was deemed appropriate and therefore no mitigation measures and plans were developed, planned and budgeted for.

26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>There was no evidence to prove that mitigation measures were planned and budgeted for during the development of the BoQs.</p>	0
26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>There was evidence projects were implemented on the land where the LG has proof of ownership for instance;</p> <p>Ownership by Title:</p> <p>Bururuma Agricultural land sits on 4.6570 hectares plot 80 blocks 22 at Bururuma-Rutoto, Bunyaruguru Sub County issued on 1st November, 2013.</p> <p>Magambo sub county Headquarters sits on 6.5430 hectares plot 157 blocks 22 at Njuguto- magambo, issued on 12th April, 2017.</p> <p>Rubirizi district head quarter's sits on 10.7810 hectares plot 166 block 22 at Rubirizi-Ndekye, Bunyaruguru Sub County issued on 24th April, 2017.</p> <p>Katerera sub county headquarters sits on 0.3090 hectares plot 237 blocks 10 at Ibamba-Mwongyera issued on 24th January, 2017.</p> <p>Kichwamba sub county headquarters and Kichwamba HC III sits on 3.5850 hectares plot 269 blocks 10 at Kichwamba issued on 6th December, 2017.</p>	1

26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>There were no evidences of Environmental and Social mitigation Certification forms signed by Environmental Officer and CDO.</p>	0
26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was no evidence to prove that contract payment certificates had clearance for environmental and social concerns.</p>	0

LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition	<ul style="list-style-type: none">• Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1	There was no evidence of monthly reports being prepared by the Environment officer and Community development officer on the ongoing projects.
Maximum 6 points on this performance measure		

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management				
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>The LG Education Department had a final approved work plan for FY 2019/20 with a wage bill of UGX 4,566,899,000 for 456 teachers on ground (i.e. 44 substantive H/Teachers, 5 substantive Deputies and the rest being teachers) as per Rubirizi District Approved Budget Estimates for FY 2019/20, Vote: 602, Pages 23, dated 22nd July, 2019. This was for 56 schools as per the staff list.</p> <p>456/56= 8.142 teachers per school.</p>	4
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>The LG had 56 government schools (of which 5 are COPE schools) which had teachers on ground (i.e. 44 substantive H/Teachers, 5 substantive Deputies and the rest being teachers) as per the staff list at the DEO's office.</p> <p>The following schools were sampled and visited;</p> <p>Busingye Memorial P/s in Rutoto Sub County with a Substantive H/Teacher and 10 teachers</p> <p>Nyabubare Islamic P/s in Rutoto Sub County with H/Teacher who isn't a Substantive and 7 teachers</p> <p>Rugazi Central PS in Rubirizi Town Council with a Substantive H/Teacher and 13 teachers.</p> <p>Rumuri PS in Kichwamba Sub County with a Substantive H/Teacher and 11 teachers.</p> <p>Kiruga Moslem PS in Kiruga Sub County with a Substantive H/Teacher and 11 teachers.</p>	0

2	<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>The Local government structure required a ceiling of 503 teachers however 456 teachers were on ground because of the inadequate wage bill. The 456 consumed the entire wage bill of UGX 4,566,899,000.</p> <p>$456 / 456 * 100 = 100\%$ which constitutes 100% utilisation of wage.</p>	6
3	<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>The staff structure had a provision for two positions of which all were filled as evidenced below;</p> <ol style="list-style-type: none"> 1. One Senior Inspector of Schools as per the appointment letter under the names of; Ms. Kyomugisha Mary, dated 15th April, 2019, Ref. CR.156/4/1 under DSC. Min No. 20/2019(a). 2. Inspector of schools as per the appointment letter under the names of; Mr. Sabiiti Elisam, dated 20th November, 2019, Ref. CR.156/4/2 under DSC. Min No. 87/2019(a). 	6
4	<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>There was no evidence that the LG Education department submitted a recruitment plan to HRM for the current FY2019/20.</p>	0
4	<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>There was no evidence that the LG Education department submitted a recruitment plan to HRM for the current FY2019/20.</p>	0

Monitoring and Inspection

5

3

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

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

- 100% school inspectors: score 3

During the FY under review, Rubirizi District had only the Senior Inspector of Schools; Kyomugisha Mary was appraised by the DEO on 8th August, 2019 for term II of 2019

Maximum 6 for this performance measure

5

3

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

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

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

Maximum 6 for this performance measure

The PAT sampled five Head teacher's files of appraisal and reviewed them to ascertain evidence of Appraisal by their respective Senior Assistant Secretaries. The review indicated that all the five were by their respective Senior Assistant Secretaries (SAS) and Town Clerks in the last calendar year;

Muwanga Gordons the Headteacher of Rwemitagu P/S was appraised on 15th March, 2019 by Akampulira Baker the SAS Rutoto Sub county,

Ahimbisibwe John Baptist the Headteacher Rugazi Central P/S was appraised on 4th February, 2019 by Mwesigye Willy, Town Clerk Rubirizi,

Mukasa Jim Balikudembe the Headteacher Karagara P/S was appraised on 10th December, 2018 by Murugahara Benedict the SAS Ryeru Sub county

Mujurizi Ignatius the Headteacher Kichwamba P/S was appraised on 5th February, 2019 by Muhangi Abruno the SAS Kichwamba Sub county, and

Nahikiriza Wills Kapurucu the Head teacher of Ngoro P/S was appraised on 3rd April, 2019 by Musoke Paul the SAS Kyabakara Sub county

Mutabaruki Crescent the Headteacher of Kishenyi P/s was appraised on 28th September, 2018 by Mahesi John the SAS Katunguru Sub county

Muhumuza Elias the Headteacher Kanyanshande was appraised on 3rd April, 2019 by Musinguzi Evaristo the SAS Katanda Sub county

6

1

The LG Education Department has effectively communicated and

- Evidence that the LG Education department has communicated all

There was evidence that the LG Education Department communicated guidelines, policies, circulars issued by the national level in the previous FY.

explained guidelines, policies, circulars issued by the national level in the previous FY to schools

Maximum 3 for this performance measure

guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1

From the DEO's office;

MoES letter to all LGs on Planning Statistics required for Generation of Local Government Indicative Planning Figures (IPFs) FY 2019/20, dated 13th February 2019, Ref. EPD 192/335/01.

MoES letter to all CAOs on Recruitment and Development of Clerks of Works for Civil Works under Inter Governmental Fiscal Transfers (UGIFT) Programme, dated 30th May, 2019, Ref. ADM/97/298.

Letter from NCDC to all Head Teachers on Updated list of Luganda Set books for Academic Year 2020-2024, dated 22nd February, 2019, Ref. CD/ADM/10.

MoES letter to All CAOs on Post Evaluation Process for the Construction of Seed Schools in Selected Districts, dated 26th March, 2019.

MoES Planning, Budgeting and implementation Guidelines for Local Governments for The Education Sector, dated May 2019.

The following schools were sampled and visited;

Busingye Memorial P/s letter from the Education Department to the Head Teacher on Invitation to pick iron sheets, dated 1st March, 2019, Ref CR/160/1.

Nyabubare Islamic P/s with a letter from the Central Teachers Association to the Head Teacher on Invitation for Regional Mathematics & science workshop at Rugazi Central PS, dated 4th February, 2019.

MoES Education and Sports Sector Strategic Plan 2017/18-2019/20, September 2017

Rugazi Central PS

Rumuri PS with a letter from the Central Teachers Association to the Head Teacher on Invitation for Regional Mathematics & science workshop at Rugazi Central PS, dated 4th February, 2019.

Letter from the Central Teachers Association to the Head Teacher on Invitation for Regional Lower Primary Teachers workshop at Rugazi Central PS, dated 10th June, 2019.

MoES Circular No. 14/2019 to CAOs on Uganda National Primary Schools' Performing Arts Festival Syllabus 2019, dated 19th March, 2019, Ref. ADM/137/157/01.

6	<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>There was no evidence that the LG Education department held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level.</p>	0
7	<p>The LG Education Department has effectively inspected all registered primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>There was evidence that the schools were inspected for only Term 3 2018 and Term 1 2019, Term 2 was not inspected because the department did not receive the inspection funds. As seen in the documents in the DEO's office and the sampled schools.</p> <p>From DEO's office;</p> <p>1st & 2nd Quarter school inspection was done in Term III, 2018, dated 21st January, 2019.</p> <p>These two quarters are usually submitted together because according to the DEO, schools follow the term system so the MoES decided to combine these first two quarters.</p> <p>3rd Quarter school inspection was done in Term 1 2019, dated 11th June, 2019.</p> <p>There was evidence that schools were inspected as seen in the visitor's books and school monitoring and inspection books of the schools visited;</p> <ul style="list-style-type: none"> • Busingye Memorial P/s inspected on 17th August 2018, 25th August 2018 by Mr Biru Warufu Stephen, on 27th September 2018 by Mr Biru Warufu Stephen with Mr Arinaitwe Robert, on 15th November, 2018 (feedback report available), 4th February, 2019 by Ms Kyomugisha Mary, on 22nd October, 2018, 5th December, 2018 by Mr Arinaitwe Robert, and on 13th November, 2018 by Ms Stella Tumuhairwe. • Nyabubare Islamic P/s inspected on 10th August, 2018 by Mr Bamutunda George, on 23rd November, 2018 by Mr Arinaitwe Robert, 27th September, 2018 by Mr Arinaitwe Robert with Mr Biru Warufu Stephen, on 5th February, 2019 by Mr Akampulira Baker, 12th February, 2019 by Mr Akampulira Baker with Mr Aine 	0

Dan Stuart. On 18th March, 2019, 13th November, 2018 (feedback report available by Ms Kyomugisha MaFy, on 28th May, 2019 by Ms Murugahera Benedet, and on 27th June, 2019 by Ms Murungi Rosemary with Ms Masereka Ineah.

- Rugazi Central PS inspected on 12th July 2018, 24th July 2018, 1st August, 2018, 2nd October 2018, 7th February 2019 by Mr Arineitwe Robert, on 19th July, 2018 by Mr Bamutunda George, on 27th August, 2018 by Mr Tumwujukye Apollo, on 5th November, 2018, 7th April, 2019 by Mr Biru Warufu Stephen, 19th November, 2018 by Ms Stella Tumuhairwe, on 13th November, 2018 by Ms Stella Tumuhairwe with Ms Harriet Akampa, on 28th November, 2018, 9th January, 2019, 10th January, 2019, 4th March 2019 by Ms Murungi Rosemary, on 5th February, 2019 by Ms Kyomugisha Mary, on 4th April, 2019, 10th April, 2019 by Ms Masereka Ineah on 13th May, 2019 by Mr Tumwujukye Apollo, and on 11th June, 2019 by Mr Tugume Oswald..
- Rumuri PS on 27th August, 2018 and 24th October, 2018 by Mr Arineitwe Robert, on 6th August, 2018, 8th April, 2019, 14th August, 2019, 12th March, 2019 (feedback report available) by Ms Murungi Rosemary, on 16th November, 2018, 4th February, 2019 by Ms Kyomugisha Mary, and on 28th November, 2018 by Mr Biru Warufu Stephen
- Kiruga Moslem PS inspected on 19th October 2018 (feedback report available) by Mr Tumwesigye Exavier, 22nd November, 2018 by Mr Tumwesigye Exavier with Mr Kiiza Charles, on 9th July 2018, 19th March, 2019 (feedback report available) by Ms Murungi Rosemary, on 15th August, 2018 by Mr Bamutunda George, on 17th August, 2018 by Mr Arineitwe Robert, on 30th November, 2018 by Ms Stella Tumuhairwe, on 13th February, 2019 by Mr Byamukama Josephat, on 20th February, 2019 by Ms Kyomugisha Mary, on 18th February, 2019 by Mr Mugizi Obed and on 26th March, 2019 by Ms Masereka Ineah.

8

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

Maximum 10 for this performance measure

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

There was no evidence that the Education department discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score

0

8	<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>There was evidence that the Education Department submitted school inspection reports for only Term 3,2018 and Term 1,2019 and to the DES MoES Kampala Office and an acknowledgement letter showing date of submission, however the Q 4 report for 2nd term hadn't yet been submitted to DES Kampala Office as indicated below;</p> <p>From DEO's office;</p> <p>1st & 2nd Quarter school inspection was done in Term III, 2018, and the report submitted to DES Kampala office on 26th February, 2019.</p> <p>These two quarters are usually submitted together because according to the MEO, schools follow the term system so the MoES decided to combine these first two quarters.</p> <p>3rd Quarter school inspection was done in Term 1 2019, and submitted to DES Kampala office on 26th June, 2019.</p>	0
8	<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>There was evidence that the inspection recommendations were followed-up as evidenced below;</p> <p>Meeting held to resolve disciplinary cases for education department for a number of schools that included Mushumba, Kyamwiru, Rumuri, Kukumbo Primary Schools held on 17th May, 2019.</p> <p>Letter from the Education Department to CAO on Disciplinary Cases of 11 teachers that Need your urgent attention, dated 27th March, 2019, Ref. CR/160/1.</p> <p>Letter from the DEO to the CAO on rewards and sanctions meeting held on 5th April, 2019 to handle teachers & Head Teachers indiscipline cases of 6 teachers, dated 8th April, 2019.</p> <p>Disciplinary meeting held on 15th March, 2019</p>	4
9	<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>A list of schools which was consistent with EMIS report and PBS was available and it showed 56 schools as per the template for capturing Pupil Enrolment by Schools for FY 2019/20 for Rubirizi District Local Government.</p>	5

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: <p>score 5</p>	<p>The LG submitted accurate/ consistent enrolment data for all schools which was consistent with EMIS report and PBS which was 28940 pupils as per the template for capturing Pupil Enrolment by Schools for FY 2019/20 for Rubirizi District Local Government.</p>
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Governance, oversight, transparency and accountability

<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>There was evidence that education sector committee met during FY 2018/19 and discussed issues among others related to service delivery such as:-</p> <p>One of the meeting was held on 4th December 2018 and the issues discussed by the joint standing committee included under min. 42/2018 issues discussed included sensitization of 120 parents, drop out(primary and secondary) dropped to 40%, infrastructural improvement, site visits needs BoQs and site meetings conducted, 120 teachers paid, ECD data capture, PLE,UCE and UACE excess successfully made. Support supervision inspection by the inspectorate department and SMC and PTA meetings held, projects included 4-stance VIP latrines Karagara Butoha, Rugyenda, Kirugu moslem and Mushuma. 234 (28 gauge) iron sheets worth 27.573798 to Kanywero , Ndekye, Mikonebiri, Rutoto and Rugyenda PS and the procurement process was undergoing.</p> <p>Another meeting was held on 18th August 2018 and the issues discussed by the joint standing committee included under min. 23/2018 issues discussed included SFG completion of Munyonyi PS, completion of 5stance VIP latrines at Kashaka PS and payment of retention of Magyera PS toilet. 18 teachers needed, changes in education work plan 2018/19 to include seed school of Ryeru with 250m thus construction of classroom was changed to toilet stances.</p>
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The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council

Maximum 4 for this performance measure

• Evidence that the education sector committee has presented issues that require approval to Council: score 2

The following were recommendations made to council from discussion of meeting held on 4th December 2018 under min. 43/2018

- CAO to direct S/C to enforce or arrest parents whose school going children are not in schools or often absent.

This was discussed in the council meeting held on 10th October 2018 under minute 28/ 2018 where it was agreed that 4 stance VIP to be constructed at Buhinda, Kirugu moslem and Mushuma worth 120m. Buhinda got 6 VIP as donation.

The following were recommendation made to council from discussion of meeting held on 18th August, 2018 under Min. 24/2018

- Changes in workplan 2018/19 to include seed school of Ryeru with 250m thus construction of classroom was changed to toilet stances.

- SFG completion of Munyonyi PS, completion of 5 stance VIP latrines at Kashaka PS and payment of retention of Magyera PS toilet.

This was discussed in the council meeting held on 25th October, 2018 under minute COU 37/ 2018 page 6 where it approved the seed school, SFG completion of Munyonyi and 5- stance VIP latrines at the two schools.

The Education Sector Plan was approved by full Council together with other sector plans that were consolidated into the Council AWP approved on 15th April, 2019 minute 58/2018/19

Primary schools in a LG have functional SMCs

Maximum 5 for this performance measure

Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)

• 100% schools: score 5

• 80 to 99% schools: score 3

• Below 80 % schools: score 0

There was evidence that Primary Schools in Rubirizi District had functional School Management Committees, held meetings, and discussed budget and resource issues including submission of reports.

Rubirizi District Local Government had 56 Government Primary school, out of 56 government Primary Schools in Rubirizi District Five (5) were sampled i.e. Busingye Memorial P/s, Nyabubare Islamic P/s, Rugazi Central PS, Rumuri PS, Kiruga Moslem PS.

Busingye Memorial P/s SMC meeting held on 1st May, 2019 under minute 6/2019 a financial report was given-budget for term 1,2019 of UGX 20,783,900, min 7/2019 fencing of school, measures to be put in place for pupils to have lunch.

Nyabubare Islamic P/s SMC meeting held on 2nd October, 2018 under minute 15. 2018 where the treasurer was asked to re organize her report and produce it clearly. Min 16. 2018 inauguration of SMC members. Min.17.2018 urinal place to be changed, banana plantation to be improved.

Nyabubare Islamic P/s SMC meeting held on 13th March, 2019 under minute 5/2019 treasurers report was given. Min 10/2019 fencing of school premises, improving on nursery building, building a bed for the school matron.

Rugazi Central PS SMC meeting held on 2nd October, 2018 under minute iii 2018 school projects were discussed, UPE Capitation grant of 1,720,000 released. Budget estimates for 3rd

term 2018 were also presented.

Rugazi Central PS SMC meeting held on 2nd March, 2019 under Min. 6 2019 where a balance sheet for 3rd term 2018 of UGX 26,721,733 was given, pledge of lobbying 50 iron sheets for the renovation of Kabatega hall.

Rumuri PS SMC meeting held on 12th October 2018 under minute 29/2018 the treasurer gave (a) a report on income and expenditure for PTA 2nd term 2018, (b) budget estimates for PTA 3rd Term, (c) income and expenditure for building fund for 2nd term 2018, (d) UPE expenditure and breakdown for 2nd term 2018 was presented.

Rumuri PS SMC meeting held on 8th February, 2019 under minute 5/2019 treasurers report was given

Rumuri PS SMC meeting held on 17th June, 2019 under minute 16/2019 income and expenditure for PTA for 1st semester 2019

Kiruga Moslem PS SMC meeting held on 19th June, 2019 under minute xvii/2019 budget estimates for UPE Capitation term 11,2019 of UGX 2,331,171 was presented

Kiruga Moslem PS SMC meeting held on 21st March, 2019 under minute xi/2019 where accountability for UPE Capitation Grant worth UGX 2,354,751 for Term 1,2019 was presented.

Kiruga Moslem PS SMC meeting held on 15th February, 2019 under minute v.2019 where budget estimates for term 1,2019 worth UGX 2,331,171 was presented

Kiruga Moslem PS SMC meeting held on 9th November, 2018 under minute xxviii.2018 accountability for UPE Capitation Grant for Term 111,2018 worth UGX 2,361,136 was presented

Kiruga Moslem PS SMC meeting held on 21st September, 2018 under minute xxiii.2018 budget estimates for UPE Capitation Grant for term iii,2018 worth UGX 2,361,136 were presented

Kiruga Moslem PS SMC meeting held on 19th July 2018 under minute xvii.2018 accountability for UPE Capitation Grant for Term ii,2018 worth UGX 2,143,010 was presented

12	<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<p>Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</p>	<p>There was evidence that the LG publicized and displayed a list of all schools receiving non-wage recurrent grants during FY2019/20 as per the Education District Notice Board, dated 31st October, 2019.</p>	3
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Procurement and contract management

The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements, to the Procurement Unit that cover all items in the approved Sector annual work plan and budget

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

There was no evidence that the sector has submitted procurement inputs to the Procurement Unit that cover all investment items in the approved Sector annual work plan and budget on time by April 30th:

Maximum 4 for this performance measure

Financial management and reporting

14

3

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

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

Maximum 3 for this performance measure

All the sampled payments were through manual payment vouchers for payments made under Education sectors. A review of the sampled payments indicated that all payments were made within 30 days. Some examples were as follows:

- Payment was made to M/s NATO Engineering Company Ltd for the contract for construction of 4-stance VIP lined latrine at Rugando PS. The contract price was UGX 23,920,606. The certificate of works for civil works was dated 12th Mar., 2019. The claim letter for payment was dated 4th Mar., 2019. It went through the official verifications and recommendations; DE and DEO (12th Mar., 2019) and was approved by CAO on 13th Mar., 2019. Payment voucher was dated 13th Mar., 2019 and receipt was issued on 20th Mar., 2019.
- Payment was made to M/s Leader Investments Ltd., for a contract for the construction of a 4-stance VIP latrine at Kirugu Moslem Primary School at Kurugu Sub-county. The contract price was UGX 23,690,506. The claim for payment was dated 5th Feb., 2019. The certificate of works for civil works was dated 12th Mar., 2019. The claim letter for payment was dated 4th Mar., 2019. It went through the official verifications and recommendations; DE and DEO (12th Mar., 2019) and was approved by CAO on 13th Mar., 2019. Payment voucher was dated 13th Mar., 2019 and receipt was issued on 20th Mar., 2019.

15	<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>There was no evidence that the department submitted the annual performance report for the previous FY 2018/2019 (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation.</p>	0
16	<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> o If sector has no audit query <p>score 4</p> o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>Satisfactory action was taken upon the two queries raised by the Internal Auditor during FY 2018/2019. The major internal audit raised on Education was with regard to poor absorption of funds to amount of UGX 183,923,069. It was reported that procurement under this sector was handled from the center Contractors could not be paid until substantial work had been done as verified and recommended by the District Engineer. These contracts spilled into the next FY with no payments made and some unspent funds were returned to the center causing serious delays. This was a matter to be cleared at the centre. Another, issues raised by the IA on Education was unaccounted for funds (UGX 20,347,750) arising from advances to staff. These funds were followed up by PAC and recovered from the affected staff.</p>	2

Social and environmental safeguards

17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>There was no evidence that the LG Education department in consultation with the gender focal person disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills</p>	0
17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>There was no evidence that LG Education department in collaboration with gender department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools</p>	0
17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>There was evidence of existence and functionality of SMC at the schools sampled and visited. The SMC met the guidelines on gender composition as evidenced in the schools the PAT sampled below;</p> <p>Busingye Memorial P/s in Rutoto Sub County with 12 members of whom 4 were female.</p> <p>Nyabubare Islamic P/s in Rutoto Sub County with 12 members of whom 3 were female.</p> <p>Rugazi Central PS in Rubirizi Town Council with 12 members of whom 5 were female.</p> <p>Rumuri PS in Kichwamba Sub County with 12 members of whom 4 were female.</p> <p>Kiruga Moslem PS in Kiruga Sub County with 12 members of whom 4 were female.</p>	1

18	<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>There was no evidence that the LG Education department in collaboration with Environment department issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education</p>	0
18	<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>There was no screening of school infrastructure projects before approval for construction</p>	0
18	<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 1 	<p>Because there was no screening for all the projects under the Education, there were no mitigation measures suggested and no ESMPs developed. The PAT could not therefore get proof that the Environmental Officer and Community Development officer visited the sites to check that the mitigation plans were complied with.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management				
1	<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>PHC wage allocation for Rubirizi District FY 2019/20 was: 1,642,377,000</p> <p>PHC wage requirement for health workers in post for FY 19/20 was 1,642,377,000</p> <p>%wage provision (posts filled for primary health care workers with a wage bill provision) = 100%</p> <p>The available wage was to cater for 102 health staff who were in post out of the approved number of 197</p> <p>Therefore, the local government had no surplus wage to cater for the vacant posts in current FY 2019/2020</p> <p>However the DHO submitted a recruitment plan for the department on 24th September, 2019, received by CAO on the same date. The submission letter was unreferenced. Key posts prioritized for recruitment included 1 Senior Clinical Officer, 1 Health Inspector, 6 Enrolled Midwives among others.</p>	8
2	<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re- quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>The DHO submitted a Recruitment Plan for FY 2019/2020 through CAO to the HRO on 24th September, 2019, seeking recruitment of 67 Health Workers.</p> <p>The Sector recruitment plan worth UGX 1,046,745,970 The Plan prioritized to recruit among others; a Senior Clinical Officer, a Health Inspector and 6 Enrolled Midwives</p>	6

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

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

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

Maximum 8 points for this performance measure

The PAT sampled files for PHC in-charges with clear focus on HC IVs and few HC IIIs randomly picked from across the LLGs within Rubirizi DLG to check on the evidences of appraisal by their respective Senior Assistant Secretaries or the Senior Health Officers. The review indicated that all were appraised for the performance of FY 2018/19;

Dr Nankinga Aidah a Senior Medical Officer and the in-charge of Rugazi HC IV was appraised on 31st July, 2019 by Dr Tibenda B. K Sete.

Ndairiho Baluku Jimmy a Senior Clinical Officer and the in-charge of Kichwamba HC III was appraised on 31st July, 2019 by Dr Nankinga Aidah a Senior Medical Officer, and

Katushabe Aidah an Enrolled Nurse and the in-charge of Katerera HC III was appraised on 8th August, 2019 by Dr. Tibenda B. K Sete.

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

Maximum 4 points for this performance measure

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

The LG deployed health workers in line with lists submitted with the budget for FY 2019/2020

Five facilities were sampled as follows:

- Rugazi IV had 40 staff
- Kichwamba HC III had 14 staff
- Kyenzaza HC II had 4 staff
- Mushumba HC II had 3 staff (being upgraded from HC II to HC III)
- Katunguru HC III had 13 staff

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

Monitoring and Supervision

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

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

The District received many documents from Ministry of Health in FY 2018/2019. The signed distribution lists of the following documents, among others, were seen at DHO's Office:

1.Switching from PCV-2Dose vial to PCV 10-4Dosevial it was dated 18th December, 2018 ref 215/306/01. Health facilities which received this circular among others included; Kashaka HC II, Ndagaro HC II.

2.Misuse of medical sterilization autoclaves it was dated 11th September, 2018 ref ADM.299/317/01. Health facilities which received this circular among others included; Katerera HC III, Rugazi HC IV.

3.Accreditation of Kishenyi HC III as an ART centre it was dated 01st October, 2018 ref DAM.105/261/01 and it was received by Kishenyi HC III

4.Procurement of uniforms for FY 2018/19 it was dated 10th December, 2018 ref ADM207/365/01. Health facilities which received this circular among others included; Kyenzeze HC II, Mushumba HC II

At the sampled Health Facilities, a range of materials were seen. The Uganda Clinical Guidelines 2016 was consistently found but the date of its receipt could not be traced.

Maximum 6 for this performance measure

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

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

A circular on accreditation of Kishenyi HC III as an ART centre was discussed with the in-charges in the in-charge meeting dated 16th November, 2018 as minute no. 15/2018.

Maximum 6 for this performance measure

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

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

Maximum 6 points for this performance measure

Rubirizi DLG had no Hospital but One HC IV

The assessment team looked at evidence that the DHT had conducted 4 quarterly integrated technical support supervision visits to Rugazi HC IV, Katerera HC III, Kichwamba HC III, Katunguru HC III and all the HC IIs.

The quarterly support supervision reports indicated that the all the Health Centers were visited as follows:

Quarter 1 report: 28th September, 2018

Quarter 2 report: 21st December, 2018

Quarter 3 report: 29th March, 2019

Quarter 4 report: 14th June, 2019

From the Red book (MOH support supervision book) at the visited health facilities there was evidence that the Health Care centers had been visited on the above dates

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

Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:

There was evidence that the Rugazi HC IV HSD carried out Supervision to HC III at the DHO's office.

Q1 Report - 30th September, 2018

Maximum 6 points for this performance measure

- If 100% supervised: score 3
- 80 - 99% of the health facilities: score 2
- 60% - 79% of the health facilities: score 1
- Less than 60% of the health facilities: score 0

Health facilities visited were; Kichwamba HC III, Katunguru HC III and Katerera HC III

Q2 Reports - 15th December, 2018

Health facilities visited were; Kichwamba HC III, Katunguru HC III and Katerera HC III

Q3 Report - 20th March, 2019

Health facilities visited were; Kichwamba HC III, Katunguru HC III and Katerera HC III

Q4 Report

No supervision report was provided

All HC IIIs were supposed to supervise HC IIs, most of the supervision reports were missing. Supervision was done as seen below;

- Katerera HC III supervised Kyabakara HC II, Butoha HC II and Kyenzaza HC II. Only two supervision reports for quarter 2 and quarter 3 were seen dated 23rd October, 2018 and 03rd January, 2019 respectively

- Kichwamba HC III supervised Rumari HC II, Mushumba HC II and Ndagaro HC II. Only quarter 3 supervision reports for Mushumba HC II and Ndagaro HC II were seen dated 18th January, 2019 and 01st March, 2019 respectively

- Katunguru HC III supervised Kyabakara HC II, Butoha CH II and Kyenzazi HC II. Only quarter 4 supervision report was seen dated 15th June, 2019

7	<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>All the 4 support supervision reports were discussed by DHT and recommendations made for corrective actions during the FY 2018/2019 were incorporated with in the report under each affected health facility as seen below.</p> <p>Quarter 1: DHT supervision report dated 28th September, 2018 under Kashaka HC II the recommendation; complete and update vaccine control book on a daily basis.</p> <p>Quarter 2: DHT supervision report dated 21st December, 2018 under Ndagaro HC II the recommendation; the vaccine control book should be utilized.</p> <p>Quarter 3: DHT supervision report dated 29th March, 2019 under Mushumba HC II the recommendation; vaccine temperature monitoring should be done on a daily basis.</p> <p>Quarter 4: DHT supervision report dated 14th June, 2019 under Rumuri HC II the recommendation; hand washing facilities should be put into use</p>	4
7	<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the recommendations are followed up and specific activities undertaken for correction: score 6 	<p>There was no evidence of systematic corrective action based on recommendations from the DHT Meetings.</p> <p>Noted was that the recommendations made by DHT in each quarter were not worked upon and could appear in the next quarter report.</p> <p>For example in the quarter one supervision report dated 28th September, 2018 it was discussed that regular attendance to duty on time should be observed in Rumuri HC II, in quarter two supervision report dated 21st December, 2018 the same issue was talked about and it was indicated that the recommendations of quarter one supervision report were not done.</p>	0
8	<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>The HMIS reporting details for 2018/2019 for all PHC centers receiving PHC funds were obtained from the database at Ministry of Health. MOH receives the HMIS records from each Health Facility in the country electronically, every month.</p> <p>The HMIS Reports for the 4 quarters of FY 2018/2019 showed that the List of Health Units provided by the DHO's Office tally with those from the HMIS and PBS Reports at the Ministry of Health. For example DHO's list had 15 health facilities receiving PHC funds and the same number was reflected in HMIS and PBS. The reports are sent to MoH electronically. All Health Facilities in Rubirizi District reported on time in 2018/2019.</p>	10

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

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

Maximum 4 for this performance measure

The Committee for Social services handled the Health sector matters. During the FY under review, the committee deliberated on the sector issues in the following meetings;

- On 18th August, 2018, through;

Minute Min. No. 22/2018, there was deliberation on the reports from Health Unit Management Committees.

Upgrading Munyonyii and Mushumab HC II to HC III and renovation of HC II Rumuri.

- On 10th October, 2018 through minute Min. 32/2018 there was deliberations on the HIV/AIDS Presidential Initiative and acceleration of the implementation of test and treat realization,

Other meetings were held on 4th December, 2018 and 15th April, 2019 under Min. No. 58/2018/19 there was presentation of Sector work plan and budgets.

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

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

Maximum 4 for this performance measure

The LG Council recommendations from the Social Services Committee for discussion and making resolutions as provided in the minutes below:

1. On 29th August, 2018 under Min. COU:28/2018 (b), the Council discussed and approved the Social services report that approved the UGX 10,000 Payment as user fees of ultra-sound scan at Rugazi IV.

2. On 25th October, 2018 through Min. COU:38/2018 (b), the Senior Health Officer was nominated on the Committee to fast track the Early marriage ordinance,

3. On 21st December, 2018 under Min. COU 45/2018 (b) the Council resolved that addition staff be sent to Katerera HC III,

4. On 22nd May, 2019 under Min. COU 22/2019, the Council approved the AWP and Budget for FY 2019/20

10	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>From the sampled Health facilities, there was proof of existence of the HUMCs that were functional for instance;</p> <ul style="list-style-type: none"> • HUMC of Rugazi HC IV held meetings on Q1- 26th October, 2018, Q2- 18th January, 2019, Q3- 15th March, 2019 and 26th July, 2019. • HUMC of Mushumba HC II held meetings on Q1- 20th September, 2018, Q2- 18th December, 2018, Q3- 29th March, 2019, Q4- 30th June, 2019 	6
11	<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non- wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>The list of Health Facilities receiving the PHC none-recurrent grants was displayed at the DHO's Notice Board dated 5th July, 2018, signed by DHO Tibenda B K Sete and also at individual Health Facilities the Budgets and receipts of Quarterly funds for 2018/2019 were displayed.</p> <p>For example, the total PHC allocation for FY 2018/2019 was UGX 70,760,541, Rugazi HC IV took UGX 26,817,318.77</p>	4

Procurement and contract management

12	<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>The Health department submitted its procurement plan input to PDU on 12th April, 2019 signed by Ainomugisha Patience DHE and it was received by Kwikiriza Alex head PDU on 12th April, 2019.</p> <p>Among the projects in the procurement plan included; upgrade of Ndagaro HC II to HC III, Renovation of Katerere HC III laboratory</p>	2
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12	<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>PP form 1 with a request to change the tyres and wheel alignment for motor vehicle no. UG 4618M was submitted on 27th August, 2019 to PDU through CAO and it was received on 28th August, 2019</p> <p>PP form 1 with a request for stationary for orientation of community resource personnel e. g religious leaders, local council one on community-based disease surveillance was submitted on 2nd July, 2019 to PDU through CAO by Ainomugisha Patience DHE and it was received on 29th August, 2019</p>	2
13	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>All the sampled payments were through manual payment vouchers for payments made under Health sector. A review of the sampled payments indicated that all payments were made within 30 days. Some examples were as follows:</p> <ul style="list-style-type: none"> Payment was made to M/s B&D International C. Ltd., for the contract for the upgrade of Mushumba and Munyonyi HC IIs to HC IIIs. The contract price was UGX 231,480,000. The claim for payment was dated 10th June, 2019. The official verifications and recommendations; DE (11th June, 2019), DHO (11th June, 2019), CFO (11th June, 2019). The CAO approved the payment of UGX 173,820,391 on 11th June, 2019. The payment voucher was dated 13th June, 2019 and receipt issued on 17th June, 2019. Payment was made to M/s Voyage Investments Ltd., for contract for the renovations of Rumuri and Kyanzaza HC IIs. The contract price was UGX 27,415,530. The claim for payment was dated 8th May, 2019 verified by the District Engineer, DHO on 14th May, 2019 and CFO on 20th May, 2019. CAO approved the payment claim on 20th May, 2019 and payment voucher was dated 21st May, 2019 and payment entered in the vote book on 21st May, 2019. Payment of UGX 27,720,443 was made and receipt issued same date. Payment to M/s Nato Engineering Co. Ltd., for the contract for the rehabilitation of water tank at Rugazi HC IV. The contract price was UGX 42,244,000. The claim for payment was dated 24th June, 2019 and was verified and recommended by District Engineer (24th June, 2019) and DHO (25th June, 2019). CAO approved the payment on 25th June, 2019. The interim payment certificate was dated 25th June, 2019. The payment voucher was dated 28th June, 2019 and receipt for payment was dated 28th June, 2019. 	4

14

The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit	<ul style="list-style-type: none">• Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4	The department submitted the annual performance report for the previous FY 2018/2019 to the planner on 24th July, 2019 which was late according to the assessment requirement of submitting by mid- July		
		Quarter	Date of submission	Reference
		Quarter 1	30th Sept, 2018	PBS
		Quarter 2	18th April, 2019	
		Quarter 3	15th April, 2019	
Maximum 4 for this performance measure		Quarter 4	24th July, 2019	

0

15	<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> If sector has no audit query: Score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points If all queries are not responded to Score 0 	<p>Convincing action was taken on the query raised by the Internal Auditor during FY 2018/2019 and all had been dropped by the Assessment time:</p> <p>The major internal audit queries raised on Health was with regard to poor absorption of funds to amount of UGX 348,592,591. It was reported that procurement under this sector was handled from the center. Contractors could not be paid until substantial work had been done as verified and recommended by the District Engineer. These contracts spilled into the next FY with no payments made and some unspent funds were returned to the center causing serious delays. This was a matter to be cleared at the Centre.</p>	2
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Social and environmental safeguards

16	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<ul style="list-style-type: none"> HUMC of Rugazi HC IV had six women out of fifteen members HUMC of Mushumba HC II had three women out of six members 	2
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16	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>No evidence was provided to PAT in regard to issuing of Guidelines on management of sanitation.</p> <p>However, Gender separation of toilets was observed at the sampled Health Facilities.</p> <p>Hand Washing Wall Charts were seen at the visited health facilities</p>	0
17	<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>All infrastructure projects were screened for example upgrading of Mubanda HC II to HC III and upgrade of Munyony HC II to HC III screening was done on 1st April, 2019 by Agaba Patriot Aggrey Senior Environmental Officer</p>	2
17	<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>The PAT assessed supervision report for the upgrade of Mubanda HC II to HC III and upgrade of Munyony HC II to HC III which were dated 13th July, 2018 signed by Agaba Patriot Aggrey Senior Environmental Officer</p>	2
18	<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<p>No evidence was provided to PAT prove issuance of Guidelines on medical waste management</p> <p>However, Charts showing segregation of medical waste and waste bins in different colors were issued out at every Health facility. This was evidenced at the visited facility of Rugazi HC IV and Mushumba HC II</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution				
1	<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 If 80-99%: Score 7 If 60-79: Score 4 If below 60 %: Score 0 	<p>From the review of the Annual Work Plan 2019/2020 approved by the MWE on 19th July, 2019, the safe water coverage average for Rubirizi District Local Government was 66%.</p> <p>Out of 11 Sub counties in Rubirizi district, 7 Sub counties were found to be below district average as follows;</p> <p>Katera T/C (34%), Katunguru S/C (58%), Kicwamba S/C (40%), Kirugu S/C (34%), Rubirizi T/C (37%), Magambo T/C (59%) and Katanda S/C (65%).</p> <p>The AWP 2019/2020, revealed that there was a total Development grant of UGX 320,993,554= which was allocated to sub counties as follows;</p> <ul style="list-style-type: none"> Construction of water borne toilet at Rubirizi District headquarters at UGX 31,183,554 (Rubirizi T/C) Design of Kikumbo piped water supply system at UGX 21,500,000 (Kirugo S/C) Rehabilitation of Munyonyi Reservoir tank UGX 18,113,668 (Katanda S/C) Extension of Mushumba water system from Ndekye I – Mushungakyo UGX 48,000,000 (Rubirizi T/C) Rehabilitation of 4 Shallow wells UGX 12,000,000 <p>A total of UGX 268,797,222 was allocated to sub counties with safe water coverage below District average. This is calculated to give 83.7%.</p>	7

The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)

Maximum 15 points for this performance measure

- Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY.

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

Score 15

- o If 80-99%: Score 10

- o If 60-79: Score 5

- o If below 60 %: Score 0

The review of the AWP and budget for FY 2018/19 submitted to MWE as draft on 27th June, 2018 revealed that the safe water coverage was at 68.5% at the time.

Kicwamba S/C (41%), Magamba S/C (60%), Kirugo S/C (34%) and Katunguru S/C (60%) were the sub counties below the district average at the time.

The total development Grant was UGX294,230,132/= and the following projects were planned for implementation in the Financial year 2018/2019;

- Design of new piped water system for extension and verification for rehabilitation at UGX 1,500,000 in Kyabakara S/C

- Construction of Kyabakara GFS phase 3 UGX 128,500,000 in Kyabakara S/C

- Construction /boosting of Kabarogi GFS UGX 27,000,000 in Katanda S/C

- Extension of Mushumba Water system to Karagara UGX 72,738,323 in Ryeru S/C

- Promoting of rain water harvesting UGX 5,580,000 at Ndekye P/S in Rubirizi T/C

- Rehabilitation of Rugazi HCIV water system UGX 20,000,000 in Rubirizi T/C

- Rehabilitation of 5 shallow wells UGX 15,000,000 in (1 No in Rutoto S/C, 2No in Ryeru S/C, and 2 No in Kyabakara S/C.

From review of AWP 2018/19 and Quarterly progress reports submitted to MWE as follows; (Quarter 1 Report submitted on 19th October, 2018, Quarter 2 report submitted on 1st February, 2019, Quarter 3 report submitted on 08th April 2019 and Quarter 4 report submitted on 18th July 2019) revealed that no project was allocated and hence implemented in the sub counties with safe water coverage below district average.

Therefore 0% of the projects was in sub counties with safe water coverage below the district average.

Monitoring and Supervision

3	<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>There was no monitoring plans prepared by the department to carry out monthly monitoring of investments project in the sector.</p> <p>Although the Assessment team was provided with monitoring reports for instance;</p> <ul style="list-style-type: none"> • Monitoring report progress report of water projects under construction 2018/19 FY dated 15th April, 2019 • Supervision report of Gravity flow scheme source in Rubirizi district dated 23rd April, 2019 • Report about Ferro cement tank under construction at Ndekye primary school dated 17th June, 2019 <p>There was no monthly site meeting minutes on file to verify whether monthly site meetings were carried out.</p> <p>Form 1 and Form 4 submitted to MWE on 5th August, 2019 revealed that only ten projects that were being implemented were monitored.</p> <p>Hence out of a total of 701 water facilities i.e. 174 springs, 61 shallow wells, 6 deep boreholes, 218 RWHT and 242 tap stands/kiosks, only ten were monitored which is 1.4%.</p>	0
4	<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 	<p>The review of AWP 2018/19 and MIS data from MWE revealed the district submitted on 5th August, 2019 consistent/accurate data for FY 2018/19 which was total of 11 projects.</p>	5
4	<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>The list of water facilities indicated in the PBS and MIS report from MWE were consistent.</p> <p>The water facilities listed in the MIS report from MWE were; one design of PWS, 3No construction of PWSS (GFS), 1No RWHT and 6No Rehabilitations and this was similar to those in the performance agreement/contract.</p>	5

Procurement and contract management

5

4

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

Maximum 4 for this performance measure

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

The sector submitted inputs for the district procurement plan to PDU that cover all investment items in the approved Sector Annual Work Plan and budget on 11th April, 2019 which was within the stipulated deadline.

The investments projects on the procurement plan included;

- Extension of Kyabakara GFS phase 3
- Boosting of Kabarogi GFS
- Extension of Mushumba Water system to Karagara
- Promoting domestic rainwater harvesting tank to Ndekye P/S
- Rehabilitation of 5 Shallow wells
- Rehabilitation of Rugazi HCIV water.

6

0

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

Maximum 8 points for this performance measure

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

There was appointment of contracts manager on file for Construction of Kyabakara GFS Phase 3 in Kyabakara S/C dated 21st January 2019 to Mr. Magara Patrick a borehole technician as the contract's manager.

Contract management plans were prepared for only one project; Contract management plan for the construction of Kyabakara GFS phase 3 (Contract NO: RUBI602/wrks/18-19/002).

However, no Site meeting minutes were available on file to verify whether the monthly site visits were conducted for the projects as per the plan.

6

2

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

Maximum 8 points for this performance measure

- If water and sanitation facilities constructed as per design(s): score 2

The assessment team reviewed contract documents and designs for Water and Sanitation facilities implemented FY 2018/19 and visited 4 tap stands in the field which were found to have been constructed according to the design and were functioning well.

These included;

- Omunyinya Mosque tap stand
- Adventist church tap stand
- Mworozzi Godfrey's home tap stand
- Katabago Church tap stand

The Assessment team inspected the above projects and the construction of all the facilities were in conformity with the designs and were found functioning.

6	<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>There were no hand over reports available on file for review to verify whether the contractor handed over the completed WSS projects.</p>	0
6	<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>From the sampled projects payments files for projects implemented during FY 2018/19, there was proof of Interim Certification by the District Engineer before effecting the payment.</p> <p>The Assessment team found out that all the payments were certified by District Engineer These included;</p> <ul style="list-style-type: none"> Claim of UGX 5,792,620 by M/s Mutara Works Enterprises Ltd dated 18th June 2019 for construction of Ferro cement tank at Ndekye P/S was certified by District Engineer on 18th June, 2019. Claim by M/s Ferest Investment Ltd of UGX 39,743,490 dated 25th June 2019 for boosting of Kabarogi GFS in Katanda S/C was certified by District Engineer on 25th June 2019. Claim by M/s Voyage Investment Limited of UGX 549,314 for Construction of RWHT at Kabukwiri & Kisheru P/S in Ryeru S/C dated 20th May 2019 was certified by District Engineer on 5th June 2019. 	2
7	<p>The district Water depart- ment has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>All the sampled payments were through manual payment vouchers for payments made under Education sectors. A review of the sampled payments indicated that all payments were made within 30 days. Some examples were as follows:</p> <p>Payment was made to M/s Mbosemu for the contract for rehabilitation of point water sources in Rututo, Ryeru and Kyabakara sub counties. The contract prize was UGX 18,568,480. The official verifications and recommendations were made by DWO (25th June, 2019) and CFO (25th June, 2019). Payment voucher was dated 25th June, 2019 and receipt was issued on 25th June, 2019.</p>	3

Financial management and reporting

8	<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Plan- ning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>There was no evidence of submission of performance reports to Planner by the department.</p>	0
9	<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<p>Satisfactory action was taken on the two queries raised by the Internal Auditor during FY 2017/2018 and were all dropped.</p> <p>The major internal audit queries raised on Health were with regard to poor absorption of funds to amount of UGX 142,983,404. It was reported that procurement under this sector was handled from the center. Contractors could not be paid until substantial work had been done, verified and recommended by the District Water Engineer. These contracts spilled into the next FY with no payments made and some unspent funds were returned to the center causing serious delays. This was a matter to be cleared at the Centre. Another issue raised by the IA on Water was unaccounted for funds (UGX 3,077,000) arising from noncompliance. Goods were received without Goods Received Notes (GRN). These funds were followed up by PAC and issues were cleared.</p>	3

Governance, oversight, transparency and accountability

10	<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>The Rubirizi District Local government standing committee for Finance, planning and Investments which is responsible for water met and discussed reports and submissions from the District Water and Sanitation coordination Committee.</p> <p>For instance committee meeting held 17th and 25th April, 2019 in RDC's Office Board room Min FIN10/2019 under presentations and discussions of department work plan and budget estimates for 2019/2020 FY sub clause (b) under water sub sector, the report was presented by Nyerinde Frank the DWO and reported that the subsector annual budget for FY 2019/20 was UGX375,968,000 which was less by UGX 10,414,000 in comparison with the one of FY 2018/19.</p> <p>Under reactions, the district chairperson noted that the planned Katanda GFS I, Nyabutura source was going to interfere with NWSC that was planning to put a tank at Kakindo to supply parts of Katanda.</p>	3
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10	<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>District Council session held on 22nd May, 2019 in the District Council Hall, MIN COU/18/2019 under presentations and discussion of committee reports, Finance committee: This was presented by Hon. Kyomugisha Irene the committee chairperson and recommended as follows;</p> <p>Kyabakara GFS Phase 3 was completed, works on Rutotp- Bitooma started and works on Buhindagye was to start soon with launching of the project.</p> <p>Min COU22/2019: presentation and approval of annual work plans and budget estimates for FY 2019/2020, The annual work plan was presented by District Chairperson/secretary for Finance, planning, Administration and Investments which was approved by the council.</p>	3
11	<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>When assessment team visited the Notice boards, there was no work plan and Water development Grant releases & expenditures found on the Notice board at District.</p> <p>The Advocacy meetings held on 27th November, 2018 discussed among other capital projects for FY 2018/19, capital projects for 2019/20 FY and safe water coverage status.</p> <p>However, no discussion on Development grant releases and expenditures was include in the advocacy meeting minutes.</p>	0
11	<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>The APA team sampled WSS projects;</p> <ul style="list-style-type: none"> Construction of Kyabakara GFS in Kyabakara S/C Construction of Mushumba water system to Karagara 6-stance Water borne toilet at Ruhinda P/S in Rutoto S/C. <p>The Assessment team sample three tap stands of Omukanyinya Mosques tap stand, Adventist church tap stand and Mworozzi Godfrey's home tap stand from the above projects and all were clearly labelled with the name of the project, date of construction, the contractor and source of funding.</p>	2

11	<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>There was no information on tenders and contract awards on the Notice Board at the time of assessment.</p>	0
12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>There was evidence that communities applied for water/public sanitation facilities as per the sector critical requirements and also applications from community was on file at DWO office. For example;</p> <ul style="list-style-type: none"> From Kyaruganda I Village dated 16th October, 2019 requesting for water, From Nyameka Village dated 16th April, 2019 requesting for water, From Ngoro I village dated 8th September, 2019 requesting for repair of shallow wells From Nyabubare II village dated 14th May, 2019 requesting for spring protection. 	1
12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii(carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>There was evidence that the Water and Sanitation Committees were functional.</p> <p>From the sampled projects,</p> <ul style="list-style-type: none"> Omukanyinya tap stand was fenced and well maintained and there was evidence of collection of O&M funds by the chairperson of the user committee. Adventist Church tap stand was fenced and well protected and also the chairperson was collecting O&M funds Mworozi Godfreys' home tap stand was well maintained <p>Hence this proved that water and sanitation committees were functional.</p>	2

Social and environmental safeguards

13	<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>There were no screening reports as per template available on file for review.</p> <p>The environmental officer revealed to the assessment team that due to lack of funds and coordination with the water department no environmental screening of water projects was carried out.</p>	0
13	<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>There were no Environmental and Social Mitigation certificates on file to verify whether there has been any follow up support provided in case of unacceptable environmental concerns.</p>	0
13	<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>From the review of the Construction and supervision contracts, contract No: RUBI602/WRKS/18-19/0035, RUBI602/WRKS/18-19/0052 and RUBI602/WRKS/17-18/0030, revealed that no environmental protection clause was included in the contract documents.</p>	0

14	<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>The PAT sampled water the following facilities;</p> <ul style="list-style-type: none"> • Omukanyinya Mosque tap stand • Adventist church tap stand • Mworozzi Godfrey's home tap stand • Katabago Church tap stand <p>A review of the DWO software reports and a list of WSCs at the District office reveals that there was proof that at least 50% of WSC were women and at least one occupied a key position for instance;</p> <p>Omukanyinya Mosque tap stand the committee had 7 members, 3 women and a woman was Vice chairperson and secretary</p> <p>Adventist church tap stand, WSC had 7 members, 4 women and secretary and caretaker were women.</p>	3
15	<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>The district Water department did not implement any sanitation facility in the FY 2018/19.</p> <p>However, the team sampled a sanitation facility 6 stance VIP latrine at Ruhinda Primary school which was funded by MWE which was found to comply with the requirements of having separate stance for men and women, PWDs and had a ramp and hand rails in the PWD stance.</p>	3