



## **Local Government Performance Assessment**

Nansana Municipal Council

(Vote Code: 779)

<b>Assessment</b>	<b>Scores</b>
Accountability Requirements	%
Crosscutting Performance Measures	65%
Educational Performance Measures	82%
Health Performance Measures	60%
Water & Environment Performance Measures	0%

No.	Summary of requirements	Definition of compliance	Compliance justification	Compliant?
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**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"> <li>From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and:</li> <li>If LG submitted before or by due date, then state 'compliant'</li> <li>If LG had not submitted or submitted later than the due date, state 'non-compliant'</li> <li>From the Uganda budget website: <a href="http://www.budget.go.ug">www.budget.go.ug</a>, check and compare recorded date therein with date of LG submission to confirm.</li> </ul>	Nansana Municipal Local Government submitted the annual performance contract on 25th July 2019. This is within the adjusted deadline of 31st August 2019. Therefore, the LG is compliant.	Yes
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**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"> <li>From MoFPED's inventory of LG budget submissions, check whether:</li> <li>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.</li> </ul>	The Local Government submitted the budget together with the Procurement Plan on 10th July 2019. This is within the adjusted deadline of 31st August 2019. Therefore the LG is Compliant.	Yes
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**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)

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

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

The annual performance report for the previous year was submitted on 08th August 2019. This is within the adjusted deadline of 31st August 2019. Therefore, the LG is Compliant.

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).

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

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

The Local Government submitted quarterly and annual reports as follows:

Quarter 1 on 2nd November 2018;

Quarter 2 on 28th April 2019;

Quarter 3 on 9th May 2019; and

Quarter 4 on 8th August 2019.

The LG submitted the 4th quarterly report (annual performance report) on 8th August 2019. This is within the adjusted deadline of 31st August 2019. Therefore, the LG is Compliant.

Yes

Audit

5

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

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

Check:

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

The LG submitted status of implementation of Auditor General audit issues for the year 2017/18 on May 27, 2019 to PS/ST, ref 252/2, letter signed by the Town Clerk dated May 25, 2019 addressed the 2 issues. This was beyond the dead line of April 30, 2019, hence not compliant.

The LG again submitted the status of implementation on Internal Audit Issues for the year 2017/18 to PS/ST late on July 24, 2019 beyond the deadline of April 30, 2019, also not compliant.

No

6

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

From the Auditor General's report for the FY 2018/19, the LG had an unqualified audit opinion.

Yes

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Planning, budgeting and execution</b>				
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>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> <li>• A functional Physical Planning Committee in place that considers new investments on time: score 1.</li> </ul>	<p>Nansana District LG has a functional Physical Planning Committee that considers new investments on time. This was confirmed by minutes of meetings dated 22/03/2019 under Min.079/NMC/PPC/18, The Senior Physical Planner read the list of development applications and recommendation to PPC for consideration and approval. These included:</p> <ul style="list-style-type: none"> <li>• Nansana and Nabweru divisions 22 applications;</li> <li>• Busukuma division 44 application; and</li> <li>• Gombe division 62 applications.</li> </ul> <p>The LG has a fully constituted Physical planning Committee. This was evidenced by the appointment letters ref: 202/2 for the members of Physical Planning Committees. In addition, the LG has appointed a physical planner in private practice. This was evidenced by the appointment letter ref: CRM 202/2, dated 4th December, 2017.</p>	1
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"> <li>• Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1.</li> </ul>	<p>The evidence availed shows that the LG submitted four (4) sets of minutes to MoLHUD on 16th October 2019 under reference CRM202/2; Subject: Submission of minutes for physical planning committee meetings for Nansana Municipal Council. The minutes submitted were dated 19th July 2018, 18th October 2018, 22nd February 2019, and 20th May 2019.</p>	1

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.

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

The LG has a Physical Development Plan in place to guide infrastructure investments. This was evidenced by a minute extract for Nansana Municipal Council meeting held on 15th March 2018 under min.43/CM/17/18: The Municipal considered and recommended the approval of the Nansana Municipal Physical Development plan 2018-2040 to the National Physical Planning Board. This was moved by Hon. Serwadda Paul Lubulwa and seconded by Hon. Barisiyoy Jemimah and the motion was unanimously adopted by the whole council.

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.

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

The LG has 5 year action area plan in place (2018-2023) for Kawanda Veterans Commercial center and approved on 15/12/2017 under Min 23/CM/17/18: Presentation and discussion of committee reports; part 5: Works and Technical Services Committee, item (8): Approval of the Area Action Plan for Kawanda Veteran's Commercial Centre 2018-2023.

The LG also has five action area plans prepared for Buwambo, Kigogwa, Kitungwa, Kiwenda and Kasozi growth centers for the period 2019-2029. These are still awaiting final approval by council.

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 priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.

There was evidence that the Priorities in AWP are based on outcomes of the budget conference meeting dated 13/11/2018. The budget conference was discussed in TPC meeting held on 30th September under Min. 84/TPC/09/18: Discussion of the Budget conference for FY 2018.

The priorities in the AWP for the current FY include:

- Renovation of HCIIIs, that is Namulonge, Tikalu and Kawanda (Pg.66 on AWP and pg.20 on Budget Conference Report);

- Construction of 8 stance latrine at Buwambo HCIV. (pg. 67 on AWP and pg.20 on Budget Conference Report);

- Construction of a two classroom block. (pg. 73 on AWP and pg. 20 on Budget Conference report);

- Construction of a teachers' house at Kabonge Primary School (Pg.74 on AWP and pg. 200 on Budget Conference Report);

- Provision of sanitation and hygiene facilities at Tikalu Catholic School in Gombe Division (pg. 74 on AWP and pg.8 on Budget Conference Report);

- Completion of the Annex block at Municipality Headquarters (pg. 92 on AWP and pg. 20 on Budget Conference Report); and

- Construction of 2nd seal on Maganjo-Kaloli Road. (Pg.88 on AWP and pg. 20 on Budget Conference Report), among others.

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 evidence that the capital investments in the AWP for the current FY are derived from the approved Five year development plan. The capital investments in the AWP include:

- Health: Construction of staff quarters at Wamala HCII (pg. 64 on AWP and pg. 100-101 on Five year development plan);
- Health: Renovation of the HCIII (pg. 66 on AWP and pg. 98 on Five year development plan);
- Works: Maintenance of Busukuma and Gombe , 65.7 km. (pg. 90 on AWP and pg. 107-108 on Five year development plan);
- Completion of the Annex block at the municipal headquarters. (pg. 91-92 on AWP and pg. 104-105 on Five year development plan); and
- Education: Construction of a teachers' house in Kabonge Primary School. (pg. 74 on AWP and on pg. 102 on Five year development plan.)

There was evidence that the Five-year development plan was approved by Council on 22nd December 2016 under Min.24/CM/16/17: Integration and Approval of the System development plan by the Secretary of Finance: The Motion approving the Five year Development Plan 2015/2016 – 2020/2021 was moved by Hon. Sekyewa Rashid and seconded by Hon. Kabakinde Rogers.

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.

- Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2.

There was evidence that the project profiles were developed and discussed by TPC for all investments in the AWP. The evidence availed was TPC min. 112/TPC/2018, dated 29th March 2018: highlights of the capital Development projects 2018/19.



3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	<p>There was evidence that the statistical abstract with gender dis-aggregated data was compiled, presented and approved in TPC meeting dated 18/08/2018 under Min.119/TPC/08/2018: Presentation of statistical abstract data for FY2018/2019 by the Economic Planner for Consideration and approval.</p>	1
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"> <li>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</li> </ul>	<p>There was evidence that all investment projects implemented in FY 2018/19 were derived from the AWP and approved budget. These included:</p> <ul style="list-style-type: none"> <li>- Periodic road maintenance of Little Muhejji 1.1km, Kabulengwa, Kawanda-Sengi road (Pg.74 on AWP and pg.68 on Budget);</li> <li>- Urban roads upgraded to bitumen standards (pg. 84 on AWP and pg. 75 on Budget);</li> <li>- Maintenance of roads in Busukuma and Gombe 65.7km (pg. 90 on AWP and pg. 32 on Budget);</li> <li>- Construction and rehabilitation of theater at Buwambo HCIV</li> <li>- Construction of 8 stance latrine at Buwambo HCIV.</li> <li>- Construction of a two-classroom block at Busukuma C/U P/S (pg. 59 on AWP and pg. 32 on Budget); and</li> <li>- Construction of a two-classroom block at Bulesa C/U P/S, Busukuma Div. (pg. 59 on AWP and pg. 32 on Budget), among others.</li> </ul>	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"> <li>Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.</li> <li>o 100%: score 4</li> <li>o 80-99%: score 2</li> <li>o Below 80%: 0</li> </ul>	<p>The evidence availed shows that twenty-two (22) out of twenty-five (25) investment projects implemented in the previous FY were completed as per work plan by end of FY, thus 88% completion rate.</p> <p>The three projects that were not completed include:</p> <ol style="list-style-type: none"> <li>1. Urban roads resealing (Little Muhejji – Kabulenga road, 1.1km, Kawanda Nsenge road, 1.2km; and Kasalirwe – Nasse Mayanja road, 5.5km)</li> <li>2. Completion of the Annex block at Municipality Headquarters; and</li> <li>3. Nansana Nabweru – Kawaala road, 1.1km.</li> </ol>	2

5	<p>The LG has executed the budget for construction of investment projects and O&amp;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"> <li>• Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2</li> </ul>	<p>All investment projects in the previous FY were completed as per approved budget. Five sampled projects include:</p> <ul style="list-style-type: none"> <li>- Periodic road maintenance; examples of roads include: Little Muhejji – Kabulenga road, 1.1km, Kawanda Nsenge road, 1.2km; and Kasalirwe – Nasse Mayanja road, 5.5km (Budgeted at UGX 220,000,000 - Actual expenditure on Q4 was UGX 220,000,000), hence 100%;</li> <li>- Urban roads upgraded to bitumen standard (Budgeted UGX 810,000,000 - Actual expenditure on Q4 was UGX 810,000,000), hence 100%;</li> <li>- Construction and rehabilitation of theater at Buwambo HCIV (Budgeted UGX 42,090,000 - Actual expenditure on Q4 was UGX 42,090,000), hence 100%;</li> <li>- Construction of fence at Matugga HCII (Budgeted UGX 44,278,615= - Actual expenditure on Q4 was UGX 44,278,615= ), hence 100%;</li> <li>- Construction of two classroom block at Bulesa C/U primary school, Busukuma division (Budgeted UGX 97,940,000 - Actual expenditure on Q4 was UGX 95,015000), hence 97%;</li> </ul> <p>Therefore, all investment projects sampled were completed within Max. 15% plus or minus the original budget.</p>	2
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5	<p>The LG has executed the budget for construction of investment projects and O&amp;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"> <li>• Evidence that the LG has budgeted and spent at least 80% of the O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>	<ul style="list-style-type: none"> <li>- There was no evidence of review of the register of assets in need of maintenance;</li> <li>- There was a budget for O&amp;M for infrastructure in need of maintenance, however no specific expenditure for O&amp;M was availed.</li> </ul>	0
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## Human Resource Management

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"> <li>• Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	<p>The Municipality has substantively filled 5 posts of the 8 (62%) HoDs and these were; Principal Treasurer , MEO, MCDO, MPO and MNRO.</p>	0
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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"> <li>• Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	<p>There was no evidence for appraisal of all head of departments as per the personnel files and appraisal reports reviewed at the time of assessment. There was evidence that only three officials had been appraised i.e. Ag MHO ( 8/7/2019), Ag ME ( 30/7/2019) and MNRO ( 10/07/2019).</p>	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"> <li>• Evidence that 100 % of staff submitted for recruitment have been considered: score 2</li> </ul>	<p>The DSC had considered the TC's submission for recruitment dated 3rd December 2018. However, the TC submission dated 18th September 2018 for the 2 Head teachers and 6 Education Assistant posts were not considered by the DSC.</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"> <li>• Evidence that 100 % of positions submitted for confirmation have been considered: score 1</li> </ul>	<p>There was no submission by the office of TC to DSC for Confirmation.</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"> <li>• Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1</li> </ul>	<p>There was no disciplinary cases submitted by office TC to DSC that required handling in the financial year 2018/2019.</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"> <li>• 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</li> </ul>	<p>There was evidence that all the 22 newly recruited staff accessed the payroll within the 2 months as required e.g.</p> <ul style="list-style-type: none"> <li>• Namubiru Betty Education Assistant Appointed 1st October 2018 and accessed November 2018.</li> <li>• Nakidde Judith Education Assistant Appointed May 2019, Assumption of duty 5/06/2019 and accessed payroll August 2019.</li> <li>• Nakiberu Prossy Education Assistant Appointed 8th May 2019, Assumption of duty 6th June 2019 and Accessed payroll August 2019</li> </ul> <p>The evidence was as per the individual files, staff list and payroll reviewed at the time of assessment.</p>	3
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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"> <li>• 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</li> </ul>	<p>There was evidence that 7 out of the 8 (88%) retired staff accessed the pensioner payroll. The retired who did not access the pensioner payroll on time was Kasirye Waiswa Cosmos retired 3/08/2018 and accessed pensioner payroll September 2019.</p> <p>The delay was caused by wrong salary scale given to the officer.</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"> <li>• 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.</li> <li>• If the increase is from 5% - 10 %: score 2.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>The LG OSR increased by 8.7% from UGX 2,599,096,740 in the FY 2017/18 to UGX 2,824,820,340 in the FY 2018/19.</p> <p>Source: Nansana Municipality audited accounts for Financial Year (FY) 2017/18 , page 8 of Statement of Financial Performance and 2018/19 signed by the Town Clerk on August 15, 2019. An increase of 8.7%, hence score 2.</p>	2
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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"> <li>• 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.</li> </ul>	<p>The actual/budget local revenue collection ratio for the FY 2018/19 was 57.7% (UGX 2,824,820,340/4,897,847,000). This was budget variance of -42.3% which is lower than than -10%. Therefore scoring 0.</p> <p>(Source: Nansana Municipal Council accounts for FY 2018/19 signed by the Town Clerk on August 15, 2019 and Nansana Budget Estimates book for 2018-2019, page 1, Revenue performance projections by source).</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"> <li>• Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>	<p>There was evidence that the LG collected UGX 1,816,127,012 in Local Service Tax and other shareable taxes, and was remitted to LLGs. The list provided showed remittances to LLGs of a total of UGX 544,838,103 at 30% to the 4 Town Councils as follows:</p> <p>Nansana UGX 172,235,224, Nabwelu UGX 171,735,224, Gombe UGX 130,930,837, and Busukuma UGX 69,617,159.</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"> <li>• 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</li> </ul>	<p>The LG spent UGX 451,574,565 (UGX 515,190,848 less tender board expenses) in the FY 2018/19 on Council allowances and emoluments compared to OSR UGX 2,599,096,000 collected in the FY 2017/18. This was 17.4% of OSR for the FY 2017/18 (lower than 20%) as per the Local Governments Act CAP 243, therefore score 2. (Source: the Nansana audited accounts for the FY 2017/18 page 8 of the Statement of Financial Performance and FY 2018/19 page 9)</p>	2

## Procurement and contract management

12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>The Senior Procurement Officer, Mr. Lukwago Charles, was appointed on transfer on 03 January 2017 under DSC Minute No. 247/2016. The appointment Letter was signed by Daniel Christopher Kawesi, Town Clerk, Nansana Municipal Council.</p> <p>There was no Procurement Officer due to absence of a Wage Bill for the post.</p>	0
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12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>	<p>There was evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY. Evaluation Reports seen for meetings indicated below:</p> <p>1) Evaluation Report dated 6th July 2018 for Works and Technical Compliance Selection. Contract Number: Nans779/wrks/18-19/00002;</p> <p>2) Evaluation Report dated 6th July 2018 for Works and Technical Compliance Selection. Contract Number: Nans779/wrks/18-19/00001;</p> <p>3) Evaluation Report dated 3rd December 2018 for Financial Evaluation. Contract Number: Nans779/srvcs/2018-19/00007;</p> <p>4) Evaluation Report dated 28th March 2019 for Technical Compliance Selection. Contract Number: Nans779/supls/18-19/00023; and</p> <p>5) Evaluation Report dated 6th July 2018 for Works and Technical Compliance Selection. Contract Number: Nans779/wrks/18-19/00006.</p>	1
12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	<p>There was evidence that the Contracts Committee considered recommendations of the TEC and provided justifications for any deviations from those recommendations. Sampled CC meeting Minutes for such considerations included:</p> <p>1) CC meeting Minutes dated 28th June 2019. Ref: 015/CC/2018-19;</p> <p>2) CC meeting Minutes dated 18th June 2019. Ref: 014/CC/2018-19;</p> <p>3) CC meeting Minutes dated 6th June 2019. Ref: 013/CC/2018-19;</p> <p>4) CC meeting Minutes dated 11th March 2019. Ref: 010/CC/2018-19; and</p> <p>5) CC meeting Minutes dated 18th February 2019. Ref: 009/CC/2018-19;</p>	1

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

There was evidence that:

a) The Procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget. Sampled projects in the procurement plan that were verified in the departmental annual workplans are:

- 1) Diesel and Hydraulic Oil on Kawanda-Nakidodoma 6.5 km, Kaaso Migadde 3.0km in Gomba Division;
- 2) Completion of staff quarters at Kasozi H/C III;
- 3) Completion of an existing 2 (two) classroom block at Busikiri Moslem P/S in Busukuma;
- 4) Construction of a 2 (two) classroom block at Nabinene P/S; and
- 5) Provision of detailed Plan for Gombe Division, beautification and road opening project.

b) There was evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY. This was seen from submitted quarterly reports for the following projects that were also in the Procurement Plan:

- 1) Maintenance of operating theatre at Buwambo H/C IV. Ref: Nans779/wrks/2018 – 19/00013;
- 2) Construction of a 1 (one) classroom block at Tikalu Umea under Education Department Nansana Municipal Council. Ref: Nans779/wrks/2018 – 19/00005. This was submitted to the Auditor General's Office in the 2nd Quarter;
- 3) Provision of Sectional stone pitching on Kawanda-Nakidodoma-Iwadda-katalemwa road (5.5km) under URF. Ref: Nans779/wrks/2018 – 19/00001, Call-off Order No. 0006. This was submitted to the Auditor General's Office in the 1st Quarter;
- 4) Demolition and construction of 2 (two) classroom block with an office at Bulesa C/U in Busukuma Division under education Department, Nansana Municipal Council. Ref: Nans779/wrks/2018 – 19/00008. This was submitted to the Auditor General's Office in the 1st Quarter; and
- 5) Construction of 2 (two) classroom block at Nabinene P/S in Busukuma Division under education Department, Nansana Municipal Council. Ref: Nans779/wrks/2018 – 19/00008. This was submitted to the Auditor General's Office in the 1st Quarter.

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"> <li>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2</li> </ul>	<p>There was evidence that for current FY, the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30.</p> <p>An advert was placed in the New Vision of Thursday March 14, 2019 that advertised 43 projects. The other advert was put in the New Vision newspaper of <b>August 13, 2019</b> and had 4 projects. The final advert appeared in the New Vision newspaper of September 17 2019 and had 3 projects. The procurement Plan had a total of 182 projects.</p> <p>Thus, the total number of projects advertised before August 30 is 47 out of 182, giving a percentage of 26%.</p> <p>However, the Senior Procurement Officer indicated that some items like Fuel and Lubricants are repeated in the procurement Plan but only advertised once. This makes them appear to be many in the Procurement Plan but few in the advertised items, causing the percentage to be low. He mentioned that for Nansana, advertised items before 30th August constitute over 85% of all planned items. When I checked the items in the Procurement Plan vis-a-vis the adverts, I agreed with his reasoning.</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"> <li>• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2</li> </ul>	<p>There was a print-out of the updated Contracts Register.</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.

There was evidence that for previous FY, Nansana LG adhered with procurement thresholds. Sampled files indicated the following:

Open bidding:

1) Contract: Provision of detailed Plans for Buwambo, Kigoogwa, Kitungwa, Kiwenda and Kasozi under Natural Resources. Contract Ref: Nans779/srvcs/2018-19/00007. Contractor: M/S Gipea Africa Ltd. Contract Sum: UGX235,320,000/=. Contract signed on 09 Jan 2019.

2) Contract: Completion of an existing 2 (two) classroom block and construction of 1 (one) classroom block at Prince Suuna P/S in Gombe Division, Nansana Municipal Council. Contract Ref: Nans779/srvcs/2018-19/00006. Contractor: M/S Erasco Co. Ltd. Contract Sum: UGX76,365,146/=. Contract signed on 06 October 2018.

Selective bidding:

3) Contract: Provision of survey design and preparation of Bills of Quantities for Road to be upgraded to Bitumen Standards using the Low Cost Sealing (Surface dressing) under Works Department in Nansana Municipal Council. Contract Ref: Nans779/srvcs/2018-19/00005. Contractor: M/S Wirghtec Engineering Services . Contract Sum: UGX28,880,500/=. Contract signed on 10 November 2018.

4) Contract: Consultancy Services for the design and \preparation of Bills of Quantities for the Box Culverts under Works Department in Nansana Municipal Council. Contract Ref: Nans779/srvcs/2018-19/00006. Contractor: M/S Wrightec Engineering Services. Contract Sum: UGX9,853,000/=. Contract signed on 16 November 2018.

Framework Contract:

5) Contract: Supply of Petroleum Products and batteries. Contract Ref: Nans779/srvcs/2018-19/00004. Contractor: M/S TOTAL NABWERU SERVICE STATION. Contract Sum: "As per item description and Unit rate (Contract Price" Contract signed on 20 July 2018.

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"> <li>• 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</li> </ul>	<p>There was evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision. Sampled projects indicated the following Certifications: There was evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision. Sampled projects indicated the following Certifications:</p> <p>1) PROJECT: UPGRAING OF KAWANDA – SENGE ROAD TO BITUMENT STANDARD 1.2 KM. Ref. No : Nans 779/Supls/2018-2019/00006. Date of certificate: 19th Feb, 2019. Certificate No. One. Completion cert.15th march,2019.</p> <p>2) PROJECT: UPGRADING OF LITTLE MUHEJE-KABULENGWA ROAD. 1.0 KM. Procurement Ref. No: Nans 779/supls/2018-2019/00003. Date of certificate: 5th June, 2019. Certificate No. One. Completion cert.24th July, 2019.</p> <p>3) PROJECT: REHABILITATION OF KASALIRWE – MAYANJA- SEMUTO ROAD KM. Procurement Ref. No: Nans 779/srvcs/2018-2019/00001. Date of certificate: 5th June, 2019. Certificate No. One. Completion cert. 24th July, 2019.</p> <p>4) PROJECT: REHABILITATION KAWANDA – NAKIDODOMA-KATALEMWA LWADA 5.5 KMKM. Procurement Ref. No: Nans 779/supls/2018-2019/00009. Date of certificate: 3rd September, 2018. Certificate No. One. Completion cert. 13th August, 2018.</p> <p>5) PROJECT: SUPPLY OF FIREWOOD FOR HEATING BITUMEN FOR SECOND SEAL CONSTRUCTION OF MAGANJO – JINJA KALOLI ROAD KM. Procurement Ref. No: Nans 779/supls/2018-2019/00009. Date of certificate: 5th September, 2018. Certificate No. One. Completion cert. 13th Nov, 2018</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"> <li>• 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</li> </ul>	<p>Execution of the project has just started and the Contractor has not yet erected a project Detailed Board.</p>	0

## Financial management

The LG makes monthly and up to-date bank reconciliations

Maximum 4 points on this performance measure.

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

All the 5 bank accounts sampled had their monthly reconciliations done up to September 30, 2019. These were:

1. Bank of Africa Property tax;
2. General fund;
3. Gompe property tax Centenary bank;
4. Nansana property tax bank of Africa; and
5. Nansana Property tax Busukuma

Hence the LG was compliant.

The LG made timely payment of suppliers during the previous FY

Maximum 2 points on this performance measure

- 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.

A sample of 7 transactions from the LG payment files showed that all payments are done within 2 months and there were no unpaid bills for over 2 months:

1. Silca construction ltd requested for UGX 44,808,505 for the construction of a 2 class room block at Nabinene primary school in Busukuma division on 12/11/2018, the Municipality Education Officer (MEO) approved it on 19/11/2018, and it was paid on 11/12/2018, payment voucher no. 20775766, 29 days;
2. Link Investments Ltd requested for UGX 31,690,920 for the construction of a 2 class room block with offices at Bulesa primary school in Busukuma division on 15/11/2018, the MEO approved it on 19/11/2018, and it was paid on 28/11/2018, payment voucher no. 20683190, 13 days;
3. Build Mast Engineering Ltd requested for UGX 33,789,122 for the construction of a 2 class room block at Busikili moslem primary school on 29/3/2019, the MEO approved it on 29/3/2019, and it was paid on 16/4/2019, payment voucher no. 22714276, 16 days;
4. Erasco Co Ltd requested for UGX 68,860,484 for the construction of a 1 class room block at Price Suuna primary school on 3/10/2018, the MEO approved it on 8/10/2018, and it was paid on 23/10/2018, payment voucher no. 19987284, 20 days;
5. Link Investments Ltd requested for UGX 53,441,221 for the construction of a 2 class room block with offices at Bulesa primary school in Busukuma division on 29/10/2018, the MEO approved it on 29/10/2018, and it was paid on 23/11/2018, payment voucher no. 20266601, 24 days;
6. Bestie Hostels Ltd requested for UGX 23,967,216 for the construction of a 5 stance VIP latrine at SAI Bright primary school in Gombe division on 8/4/2019, the Municipal Health Officer (MHO) approved it on 15/4/2019, and it was paid on 23/4/2019, payment voucher no. 22786744, 15 days; and
7. Bestie Hostels Ltd requested for UGX 28,790,092 for the maintenance of operating theater at Buwambo health center iv on 21/11/2018, the MHO approved it on 22/11/2018, and it was paid on 5/12/2018, payment voucher no. 20747065, 14 days.

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"> <li>• Evidence that the LG has a substantive Senior Internal Auditor: 1 point.</li> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p>The LG has a substantive Senior Internal Auditor. The evidence is the appointment letter dated 15/9/2009, MIN DSC 122/2009 of 22/6/2009.</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"> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p>The LG produced 4 quarterly internal audit reports in the FY 2018/19 as below:</p> <p>Quarter 1 report was prepared on 30/11/2018;</p> <p>Quarter 2 report was prepared on 31/1/2019;</p> <p>Quarter 3 report was prepared 30/5/2019; and</p> <p>Quarter 4 report was prepared on 6/8/2019.</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>The LG had provided status of implementation of internal audit findings to the LG PAC for all the 4 quarters:</p> <p>Quarter 1 status of implementation of internal audit findings provided to LG PAC on 4/1/2019 ;</p> <p>Quarter 2 status of implementation of internal audit findings provided to LG PAC on 31/1/2019;</p> <p>Quarter 3 status of implementation of internal audit findings provided to LG PAC on 30/5/2019 ; and</p> <p>Quarter 4 status of implementation of internal audit findings provided to LG PAC on 19/8/2019.</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>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	<p>The LG PAC reviewed internal audit reports for only 3 quarters. Evidence is on LG PAC letter dated July 17, 2019 signed by the chair person Wakiso District PAC where Nansana Municipality falls.</p>	0
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"> <li>• 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</li> </ul>	<p>The LG maintained an up-dated assets register covering details on buildings, vehicle, Land etc. as per format in the accounting manual and was updated as of June 30, 2019</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"> <li>• Unqualified audit opinion: score 4</li> <li>• Qualified: score 2</li> <li>• Adverse/disclaimer: score 0</li> </ul>	<p>From the Auditor General's report for the FY 2018/19, the LG had an unqualified audit opinion.</p>	4

## Governance, oversight, transparency and accountability

21	<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>There was evidence that the sector committee responsible for education met and discussed service delivery issues. This was confirmed by minutes of Council meeting held on 29/08/2018 under min.6/CM/18/19. Issues discussed include: Status on Kazo Mixed primary school; the chairperson Hon. Kasule Resty Nansubuga informed members that Kazo mixed primary school is a public school therefore, a mosque could not be constructed there. The committee suggested that the construction of a mosque be suspended, and a new school management committee put in place with substantive Headteacher.</p> <p>Other issues discussed were about changes in the Education and Sports budget/work plan for Financial Year 2018/19: The chairperson informed Council that new guidelines were issued by the Ministry of Education and Sports which required council to allocate UGX 361,000,000 towards the construction of a USE seed School. The proposed site for the seed school was in Busukuma division at Kasozi health center III. This affected works at schools and the projects in the schools were rolled into FY 2019/2020.</p>	2
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"> <li>• Evidence that LG has designated a person to coordinate response to feed-back (grievance/complaints) and responded to feedback and complaints: score 1.</li> </ul>	<p>There was evidence that the LG designated Hajat Sengendo Hadijah Mukasa, the AG. Deputy Town Clerk to handle and coordinate response to feed-back (grievance/complaints). The evidence availed was appointment letter dated 18/07/2016 under ref: CRM 0001.</p>	1
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"> <li>• 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</li> </ul>	<p>The LG did not avail any evidence of system for recording, investigating and responding to grievances.</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"> <li>• The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2</li> </ul>	<p>The LG payroll and Pensioner Schedule for FY 2018/19 as well as pay roll for 30th October 2019 were availed although by the time of the assessment they were not publicized on the LG website nor was the information pinned on public notice boards at the Municipal council headquarters.</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"> <li>• Evidence that the procurement plan and awarded contracts and amounts are published: score 1.</li> </ul>	<p>The procurement plan and awarded contracts and amounts were published on notice board and dated 09/08/2019.</p>	1
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"> <li>• 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.</li> </ul>	<p>The LG did not publicize the LG performance assessment results and implications and reports on the website nor did they publicize on the LG notice board.</p>	0
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"> <li>• Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1</li> </ul>	<p>Although there was evidence of circulars received by the DLG from the central line ministry (particularly Circular Letter No. of 2018 from the PS Ministry of Public Service), evidence to show that the DLG communicated to LLGs was not availed.</p>	0



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

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

The reports availed indicated that the barazas were conducted in the current FY (2019/2020) and not the previous FY. No other evidence was availed to show that there were any form of discussions or radio programmes in the previous FY.

Maximum 2 points on this performance measure

### Social and environmental safeguards

25

2

The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles

- 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.

There was evidence that the LG gender focal person and CDO provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities. Such mainstreaming activities seen included:

Maximum 4 points on this performance measure.

1) Report on Gender Training which took place on 23rd August 2018 is available. Signed by The Senior Community Development Officer, Mr Ssembatya Lawrence;

2) Report on Gender mainstreaming dated 27th June 2019. Signed by the Principal Community Development Officer, Ms Ndagire Lillian;

3) Report on Domestic violence dated 27th November 2018, Principal CDO Ms Ndagire Lillian;

4) Report on Sensitization to End Child marriages and Teenage Pregnancies dated 10th December 2018. Signed Principal CDO Ms Ndagire Lillian; and

5) Report on Gender workshop that took place on 7th November 2018 and 26th November 2018 in division of Nansana and Busukuma respectively. Signed by Principal CDO Ms Lillian Ndagire.

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 implemented: score 2.

There was evidence that the gender focal point and CDO for minimum 2 activities for the current FY to strengthen women's roles and address vulnerability and social inclusions. Such activities seen included:

1. Action plan for Gender mainstreaming for the Financial 2019/2020 dated 10th July 2019;
2. A plan for Local Community dialogue on Gender Awareness through Village meetings, Places of Worship and Radio programmes;
3. Continuous sensitization of parents on effects of Early Marriages; and

**However, NOT more than 90 %** of previous year's budget for gender activities/ vulnerability/ social inclusion had been implemented for Gender Activities. Out of UGX 694,717,000/= planned, the actual expenditure was UGX555,779,870, giving a score of only **80%**.

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 evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for. Sampled projects included the following:

- 1) Rehabilitation of Kasalirwe Nasse Mayanja Ssamga Road a stretch of 0.5 km. screening was done on 24th July 2018;
- 2) Rehabilitation of Kawanda Nakidodoma Lwadda Katalamwa Road a stretch of 5.5 km screening done on 24th July 2018;
- 3) Establishment of a waste management and handling site and screening was done on 24th July 2019;
- 4) Rehabilitation of Wamala Katooke Road , a stretch of 0.7 km . Screening was done on 18th September 2019; and
- 5) Stone pitching of drainages along Naluuma Road , screening was done on 24th July 2019.

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"> <li>• Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1</li> </ul>	<p>No evidence seen. For a long time, the municipality did not have an environment Officer. The current post holder was only recently recruited – five months ago.</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"> <li>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</li> </ul>	<p>No information was available. The officers supposed to give the information did not have anything.</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"> <li>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1</li> </ul>	<p>Not done since the Municipality has just recruited the Environmental Officer, only five months ago.</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"> <li>• Evidence that the contract payment certificated includes prior environmental and social clearance (new one):</li> </ul> <p>Score 1</p>	<p>No evidence availed. There was no officer to do this at the time it should have been done.</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"> <li>• Evidence that environmental officer and CDO monthly report, includes</li> </ul> <p>a) completed checklists,</p> <p>b) deviations observed with pictures, c) corrective actions taken. Score: 1</p>	<p>Not yet done – the Environment Officer is newly appointed.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human resource planning and management</b>				
1	The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)  Maximum 8 for this performance measure	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>Nansana Municipal Council budgeted for one Head Teacher and 7 teachers per school.</p> <p>This was evidenced by the 2019/20 approved budget generated on 17/07/19 which give a total of 458 teachers and a budget of Ug. Shs 5,278,807,000/=.</p>	4
1	The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)  Maximum 8 for this performance measure	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>Nansana M/C made the required deployments of a Head Teacher and minimum of 7 teachers per school for the current FY as evidenced by the staff list for 2018/19.</p>	4
2	LG has substantively recruited all primary school teachers where there is a wage bill provision  Maximum 6 for this performance measure	<ul style="list-style-type: none"> <li>• Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> <li>o If 100%: score 6</li> <li>o If 80 - 99%: score 3</li> <li>o If below 80%: score 0</li> </ul> </li> </ul>	<p>Nansana Municipal Council filled all (100%) the 458 teachers provided for by the wage bill as evidenced by the staff list of 2018/19.</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"> <li>• 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</li> </ul>	<p>Nansana Municipal Council substantively filled all the 2 positions of school inspectors provided for in the wage bill as evidenced by the 2018/19 administrative structure.</p>	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"> <li>• Primary Teachers: score 2</li> </ul>	<p>No recruitment plan is needed since all positions of all the 458 teachers were filled.</p>	2
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"> <li>• School Inspectors: score 2</li> </ul>	<p>There was no recruitment plan needed for the school inspectors since the 2 position of inspectors were substantively filled.</p>	2

## Monitoring and Inspection

5	<p>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.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <li>• 100% school inspectors: score 3</li> </ul>	<p>There was evidence that the Senior Inspector of Schools (27/08/2019) and Inspector of Schools (15/07/2019) had been appraised at the time of assessment as per their personnel files and appraisal reports reviewed.</p>	3
5	<p>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.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <li>• Primary school head teachers <ul style="list-style-type: none"> <li>o 90 - 100%: score 3</li> <li>o 70% and 89%: score 2</li> <li>o Below 70%: score 0</li> </ul> </li> </ul>	<p>There was no evidence that all the 10 sampled head teachers had been appraised as per their personnel files. Only one teacher of Kijjudde PS (28/03/2019) had been appraised. The sampled school head teachers included the following; Ssanga P/S, Ttikalu P/S, Nabinaka P/S, Nansana C/U P/S, Namulonge P/S, Busukuma C/U P/S, Ddamali Nabagereka P/S, Kazo Mixed P/S and Kinyogoga P/S.</p>	0
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"> <li>• Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1</li> </ul>	<p>The Nansana Municipal Council education office received and passed on to the following schools circulars and guidelines which were available in the schools visited:</p> <ol style="list-style-type: none"> <li>1. Guidelines on School Fees changes issued by the MOES to all H/T on 29/10/19;</li> <li>2. Planning Statistics for generation of L/G indicators planning figures (IPF) for FY 2020/21 of 20/08/18 to all Head Teachers; and</li> <li>3. Forgery of appointment and deployment letters from MOES to all Head teachers on 18/08/18.</li> </ol>	1

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"> <li>• 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</li> </ul>	<p>Nansana Municipal Council held sensitisation meetings as evidenced by the meeting of head teachers dated 10/07/19 and discussed the following issues:</p> <ol style="list-style-type: none"> <li>1. Development of talents of children in schools through co-curricular activities;</li> <li>2. Green and Clean environment in Schools;</li> <li>3. School Feeding Policy;</li> <li>4. Improving the Schools' environment;</li> <li>5. Enrollment of disadvantaged children in school;</li> <li>6. Adherence to the MOES calendar; and</li> <li>7. Functionality of SMCs.</li> </ol>	2
7	<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all licenced or registered schools have been inspected at least once per term and reports produced:               <ul style="list-style-type: none"> <li>o 100% - score 12</li> <li>o 90 to 99% - score 10</li> <li>o 80 to 89% - score 8</li> <li>o 70 to 79% - score 6</li> <li>o 60 to 69% - score 3</li> <li>o 50 to 59 % score 1</li> <li>o Below 50% score 0.</li> </ul> </li> </ul>	<p>Nansana MC Education department inspected an average 61% of private and public schools in 2019 as evidenced in the following inspection reports:</p> <p>Term 2 report of 12/07/19 ( inspected 30 of the 49 schools); and</p> <p>Term 3 report of 20/09/19 ( inspected 30 of the 49 schools).</p>	3
8	<p>LG Education department has discussed the results/ reports of school inspec- tions, used them to make recommendations for corrective actions and fol- lowed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	<p>The Nansana Municipality Education department met and discussed findings in the inspection reports as evidenced in the minutes of the Departmental meetings of; 2/10/19; and 07/10/19.</p>	4



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"> <li>• 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</li> </ul>	<p>The Nansana Education Department duly submitted the inspection reports to the DES as evidenced by the acknowledgement notes from the DES on; 5/12/18 for quarter 1 of 2018/19; 12/02/19 for quarter 2 of 2018/19; and 28/05/19 for quarter 3 of 2018/19.</p>	2
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"> <li>• Evidence that the inspection recommendations are followed- up: score 4.</li> </ul>	<p>The Nansana Education department made of follow up of the findings within the inspection reports evidenced by the minutes of follow up meeting on the school inspection reports of 02/09/19; and 07/10/19.</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"> <li>• Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> <li>o List of schools which are consistent with both EMIS reports and PBS: score 5</li> </ul> </li> </ul>	<p>The data submitted by the Nansana Education Department on number of government aided schools for 2019/20 is consistent in PBS and the Excel sheet format provided by the MOES as verified from the two sources: Excel sheet format data; 49 and PBS; 49.</p>	5

The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES

Maximum 10 for this performance measure

Evidence that the LG has submitted accurate/consistent data:

- Enrolment data for all schools which is consistent with EMIS report and PBS: score 5

Data on number of pupils enrolled in UPE schools by the two reports the Excel sheet format supplied by MOES is consistent as evidenced by the data from the two sources: Excel sheet format -, 21450 and PBS, 21450.

## Governance, oversight, transparency and accountability

10

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

Maximum 4 for this performance measure

- 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

There was evidence that the sector committee responsible for education meets and discusses service delivery issues. This was confirmed by minutes of Council meeting 29/08/2018 under min.6/CM/18/19: Issues discussed included the Status on Kazo Mixed primary school: the chairperson Hon. Kasule Resty Nansubuga informed members that Kazo mixed primary school is a public school therefore, a mosque could not be constructed there. The committee suggested that the construction of a mosque be suspended, put a new school management committee in place and deploy a substantive Headteacher.

Additionally, the Committee discussed changes in the Education and Sports budget/work plan for Financial Year 2018/19: The chairperson informed Council that new guidelines were issued by the Ministry of Education and Sports which required council to allocate UGX 361,000,000 towards the construction of a USE seed School. The proposed site for the seed school was in Busukuma division at Kasozi health center III. This affected works at schools and the projects in the schools were rolled into the next FY 2019/2020.

2

10	<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the education sector committee has presented issues that require approval to Council: score 2</li> </ul>	<p>There was evidence that the education sector committee presented issues that required approval to Council. This was confirmed by minutes of Council meeting dated 07/05/2019 under min.19/EC/18/19: The Committee members discussed the sector budget and key projects for FY 2019/2020. These included:</p> <ul style="list-style-type: none"> <li>- Construction of 5 stance VIP latrines at St. Kizito Galamba, Busukuma C/U, St. Jude Kiryagonja, Tikalu UMEA, Kabonge C/U, Nabitato primary School and Nabinene primary school;</li> <li>- Renovation of a classroom block (phase II) at Kigoogwa UMEA primary School;</li> <li>- Construction of teachers' house at Busso Muslim primary school; and</li> <li>- Acquisition of a departmental vehicle, among others.</li> </ul> <p>The committee agreed with the proposed projects. The motion recommending the sector budget for FY 2019/2020 to council for approval was moved by Hon. Kiyita Mivule Daniel who was seconded by Hon. Kakande John.</p>	2
11	<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (estab- lished, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> <li>• 100% schools: score 5</li> <li>• 80 to 99% schools: score 3</li> <li>• Below 80 % schools: score 0</li> </ul>	<p>Primary schools have functional SMCs as evidenced by the minutes of the meetings of the SMC of the following schools sampled from the Municipal Education office:</p> <ol style="list-style-type: none"> <li>1. Nansana SDA; on 27/06/19; 25/06/18; and 3/07/18;</li> <li>2. St. Balikuddembe Nabusanke, P SMC meetings on 05/07/19;</li> <li>3. Buwambo Primary School SMC meetings on: 11/09/19 ;</li> <li>4. Kijjude Primary School meeting on 12/04/19 ; and</li> <li>5. Kibibi Primary School meeting of 14/03/19.</li> </ol>	5
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>Publication of UPE non wage recurrent grants schools allocations for Term 1; 2019; dated 27/03/19 was available on the Municipal Education Notice Board.</p>	3

## Procurement and contract management

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

Maximum 4 for this performance measure

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

The DEO submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time.

This was evidenced by the request form for the 2019/20 budget submitted by the DEO to PDU on 14/02/19.

## Financial management and reporting

14	<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<p>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</p>	<p>The education department certified and recommended payments to suppliers on time. A sample of 5 payments showed the following:</p> <ol style="list-style-type: none"> <li>1. Silca construction ltd requested for UGX 44,808,505 for the construction of a 2 class room block at Nabinene primary school in Busukuma division on 12/11/2018, the Municipality Education Officer (MEO) certified and recommended the supplier for payment on 19/11/2018, and it was paid on 11/12/2018, payment voucher no. 20775766, 7 days;</li> <li>2. Link Investments Ltd requested for UGX 31,690,920 for the construction of a 2 class room block with offices at Bulesa primary school in Busukuma division on 15/11/2018, the MEO certified and recommended the supplier for payment on 19/11/2018, and it was paid on 28/11/2018, payment voucher no. 20683190, 4 days;</li> <li>3. Build Mast Engineering Ltd requested for UGX 33,789,122 for the construction of a 2 class room block at Busikili moslem primary school on 29/3/2019, the MEO certified and recommended the supplier for payment on 29/3/2019, and it was paid on 16/4/2019, payment voucher no. 22714276, 1 day;</li> <li>4. Erasco Co Ltd requested for UGX 68,860,484 for the construction of a 1 class room block at Price Suuna primary school on 3/10/2018, the MEO certified and recommended the supplier for payment on 8/10/2018, and it was paid on 23/10/2018, payment voucher no. 19987284, 5 days; and</li> <li>5. Link Investments Ltd requested for UGX 53,441,221 for the construction of a 2 class room block with offices at Bulesa primary school in Busukuma division on 29/10/2018, the MEO certified and recommended the supplier for payment on 29/10/2018, and it was paid on 23/11/2018, payment voucher no. 20266601, 1 day.</li> </ol>	3
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>	<p>• 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>	<p>The evidence provided showed that the department submitted the annual performance report for the previous FY to the planner for consolidation later than the 15th of July. The submission dates for all quarterly reports were as follows: Quarter 1 on 06/11/2018; Quarter 2 on 05/03/2019; Quarter 3 on 01/05/2019; and Quarter 4 on 17/07/2019.</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"> <li>• 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</li> <li>o If sector has no audit query</li> </ul> <p>score 4</p> <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</p> <p>o If all queries are not responded to score 0</p>	<p>The education department did provide to the internal audit department the status of implementation of all the 5 audit findings in the FY 2018/19. The 5 issues were inadequate class rooms, non implementation of salaries to science cadres, inadequate sanitation, lack of security and abandonment of staff all in Buwambo secondary school.</p> <p>The 5 responses were provided by the Municipal Education Officer on letter; ref CRM/305/1 dated 14/3/2019.</p>	2
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#### 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"> <li>• 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</li> </ul>	<p>Nansana Municipal Council Education department disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills as evidenced by:</p> <ol style="list-style-type: none"> <li>1. PIASY booklets guidelines that were available in all the schools visited; and</li> <li>2. Report on the meeting of Senior women and men teachers of 26/08/19 by the DEO.</li> </ol>	2
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"> <li>• 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</li> </ul>	<p>Nansana District Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools. This was evidence from the training report on the "Promotion of Menstrual Hygiene, life skills, health education, Youth friendly and gender communication of 18/07/19 by Action for All Project.</p>	2

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"> <li>• Evidence that the School Management Committee meets the guideline on gender composition: score 1</li> </ul>	<p>The Nansana Municipal Council School Management Committees meet the guideline on gender composition as evidenced by the information obtained from the head teachers of the schools visited</p> <ol style="list-style-type: none"> <li>1. Nansana Catholic P/S ( 2 of the 6 foundation members female);</li> <li>2. Nansana COU P/S (of the 6 foundation SMC representatives 2 are women); and</li> <li>3. Maganjo UMEA Primary School ( 3 of the 6 foundation SMC representatives are women).</li> </ol>	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"> <li>• 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:</li> </ul>	<p>The Nansana Municipal Council issued guidelines on environment management in schools. This is evidenced by the following circulars:</p> <ol style="list-style-type: none"> <li>1. Green and Clean environment of 07/02/19 by the Municipal Education officer.</li> <li>2. Submission of guidelines for environmental mainstreaming in the Education sector by the Senior environmental officer on 06/08/18; and</li> <li>3. Minutes of the ECO school management program meetings of 06/03/18 and 10/04/18.</li> </ol>	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"> <li>• 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</li> </ul>	<p>Nansana M/C school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines.</p> <p>This was evidenced by the request for Project for Screening made by the Town Clerk to the Municipal Education Officer by the on 30/10/19 for the following projects:</p> <ol style="list-style-type: none"> <li>1. Construction a two classroom block at Lwada COU Primary school- Gombe Division;and</li> <li>2. Construction of 5 stance VIP latrine in the seven schools: Kabunze COU; Kiwenda SDA School; Nabimera Primary school; Nabitale COU Primary School;St Jude Kiryagonja Primary School; and St. Kizito Primary School.</li> </ol>	1

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

Maximum 3 points for this performance measure

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

The environmental officer and community development officer visited the sites to check whether the mitigation plans are complied with

This is evidenced by the following reports:

1. "The environment assessment report for AMAHORO Community School , Gombe Division" by the Municipal Environment officer on 18/10/19; and
2. The Report on monitoring and inspection of Environment safe guards for Nansana Municipal Development for 2018/19" dated 23/11/18.



No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human resource planning and management</b>				
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"> <li>• More than 80% filled: score 8</li> <li>• 60 – 80% - score 4</li> <li>• Less than 60% filled: score 0</li> </ul>	<p>Nansana Municipal Local Government (LG) had filled 94%% (153 of the 163) positions in the approved structure for primary health care with wage bill provision from PHC wage for the current financial year (FY).</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 LG health department had submitted a recruitment plan for primary health care workers for the current FY to the Human Resources Management (HRM) department. The recruitment request was received by the HRM department on 7/8/2018.</p>	6
3	<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> <li>o 100%: score 8</li> <li>o 70 – 99%: score 4</li> <li>o Below 70%: score 0</li> </ul>	<p>There was evidence that in 9 sampled In-Charges of the Health centres 4 out of 9 (44%) had been appraised as per their personnel files and assessment reports. The sampled health centres were; Buwambo HCIV ( Not appraised), Nabweru HC III ( 29/08/2019), Kawanda HC III ( Not appraised), Ttikalu HCIII ( Not appraised), Namulonge HC III( 10/07/2019), Nabutiti HC III ( Not appraised), Kasozi HC III ( 5/07/2019), Nansana HCII ( 6/8/2019) and Maganjo HC II ( Not appraised).</p>	0

4	<p>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.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>As per deployment status below, there was evidence that the municipal council had deployed health workers in line with lists submitted with the budget for the current FY. Kawanda HCIII had 13 out of the 13 in the approved wage structure while Nabutiti had 14 out of 14 and Nabweru had deployed 19 out of 19.</p>	4
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## Monitoring and Supervision

5	<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The Municipal Health Officer (MHO) had not communicated the "Sector Grant and Budget Guidelines for Local Governments 2019/2020" to the health facilities. The guidelines were not available at the sampled facilities including; Buwambo HCIV, Nabutiti HCIII and Nabweru HCIII.</p>	0
5	<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	<p>The MHO had not explained any guidelines, policies or circulars issued by the national level to the health facility in-charges in any meeting. There were no related minutes at the time of the assessment.</p>	0

6	<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>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</p>	<p>The Municipal Health Team (MHT) had not supervised Buwambo HCIV (the only one in the municipality) in all quarters. Supervision was only in third quarter between 15th to 24th January 2019 and fourth quarter between 9th to 23rd April 2019.</p>	0
6	<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> <li>• If 100% supervised: score 3</li> <li>• 80 - 99% of the health facilities: score 2</li> <li>• 60% - 79% of the health facilities: score 1</li> <li>• Less than 60% of the health facilities: score 0</li> </ul>	<p>There was evidence that MHT ensured that the Buwambo Health Sub District (HSD) supervised 83.3% of lower level health facilities within the previous FY. Records in the support supervision books at the three sampled health facilities reflected support supervision dates as detailed below;</p> <ol style="list-style-type: none"> <li>1. Nabutiti HCIII was supervised on; 7/7/2018 in quarter one, 15/10/2018 in quarter two, 6/2/2019 in quarter three and 21/06/2019 in quarter four (100%);</li> <li>2. Kawanda HCIII was supervised on; 28/9/2018 in quarter one, 6/11/2018 in quarter two, 24/1/2019 and 29/3/2019 in quarter three and 27/6/2019 in quarter four (100%); and</li> <li>3. Nabweru HCIII was supervised on; 17/7/2018 in quarter one and no evidence of supervision in quarters two and three but in quarter four, the facility received support supervision on 9/6/2019 (50%).</li> </ol>	2
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"> <li>• 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</li> </ul>	<p>The MHT did not discuss the results /reports of all the four support supervision and monitoring visits during the previous FY. Minutes reflecting such discussions were not available at the time of the assessment.</p>	0

7

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

- Evidence that the recommendations are followed up and specific activities undertaken for correction: score 6

There was no evidence of follow up and corrective actions since related minutes were not available at the time of the assessment.

0

Maximum 10 points for this performance measure

8

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

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

The Municipal health department submitted accurate / consistent reports / data for lists of health facilities that received PHC funding. All the 14 health facilities that received PHC funding as indicated in the budget lists were also reflected in the list of facilities submitting the monthly Health Management Information System (HMIS) 105 reports.

10

Maximum 10 for this performance measure

## Governance, oversight, transparency and accountability

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

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

The LG committee responsible for health met and discussed service delivery issues including supervision reports. This was confirmed by meeting held on 29/8/2018 under min.6/CM/18/19 (c) Health Committee: The chairperson Hon. Kiyimba Muzafalu presented health committee report as follows:

#### Achievements

- The department had stepped up garbage and medical waste management in all divisions;
- The department deployed thirty staff in the cadres of senior medical officer, nursing officers, midwifery, public health nurse, dispenser, laboratory assistants, health assistants, posters, watchmen and cold chain assistants; and
- Offered routine health-based unit and outreach service to Nabutiti HC II, Nasolo Wamala HCII and Nansana HCII, among others.

#### Recommendations

- The health inspector of staff should strengthen follow up on sanitation issues and not only on building plans;
- Council should procure service providers for fumigation services in the municipality;
- Revisiting of contracts for garbage management service provider since some of them had demonstrated lack of capacity, among others.

Maximum 4 for this performance measure

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

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

The health sector committee presented issues that required approval to Council. This was confirmed by Council minute dated 8th November 2018 (b) Health Committee: Issues presented by Hon. Kitego David included:

- procurement of dumping site to address the issues of garbage disposal;
- Procurement of garbage truck in 2019/2020 FY;
- All constructed health facilities to have water harvesting systems; and
- Council to prioritize HIV/Aids activities instead of depending on external funding.

Hon. Kalema Patrick thanked the Committee for the recommendations, especially that of procuring the garbage truck. He moved the motion approving the Committee recommendations to become lawful Council resolutions and seconded by Hon. Mutebi Ronald.

Maximum 4 for this performance measure

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"> <li>• If 100% of randomly sampled facilities: score 6</li> <li>• If 80-99 %: score 4</li> <li>• If 70-79: %: score 2</li> <li>• If less than 70%: score 0</li> </ul>	<p>The Health Unit Management Committees (HUMCs) were functional. All (100%) of the three sampled facilities (Nabutiti HCIII, Nabweru HCIII and Kawanda HCIII) met every quarter and discussed budget and resource issues as showed below:</p> <ol style="list-style-type: none"> <li>1. Nabutiti HCIII HUMC met in all quarters on; 29th July 2018 in quarter one; 25th November 2018 in quarter two; 7th March 2019 in quarter three and 25th June 2019 in quarter four;</li> <li>2. Nabweru HCIII HUMC met in all quarters on; 27th September 2018 in quarter one, 5th December 2018 in quarter two, 13th March 2019 in quarter three and 28th June 2019 for quarter four; and</li> <li>3. Kawanda HCIII met on 20th September in quarter one, 10th December 2018 in quarter two, 5th February 2019 in quarter three and 6th May 2019 in quarter four.</li> </ol>	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"> <li>• 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</li> </ul>	<p>The Municipal council health department had publicized all 14 health facilities that received PHC non- wage recurrent grants and had displayed the lists on the health department notice board.</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"> <li>• 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</li> </ul>	<p>The health department had submitted input to the procurement plan to Procurement and Disposal Unit (PDU) that covered all investment items in the approved sector annual work plan and budget on 14th February 2019, which was before the deadline of 30th April 2019. The plan had a total of twelve projects / items.</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"> <li>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2.</li> </ul>	<p>There was evidence of submission of PP form 1 to the municipal PDU as per <b>sequence number 00013</b> for remodelling of maternity ward at Buwambo HCIV and <b>sequence number 00012</b> for completion of maternity ward of Kawanda HCIII. This was submitted on the 28th September 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"> <li>Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.</li> </ul>	<p>The health department certified and recommended payments to suppliers on time. The only 2 payment vouchers for procurement in the year showed the following:</p> <ol style="list-style-type: none"> <li>Bestie Hostels Ltd requested for UGX 23,967,216 for the construction of a 5 stance VIP latrine at SAI Bright primary school in Gombe division on 8/4/2019, the Municipal Health Officer (MHO) certified and recommended the payment to supplier on 15/4/2019, and it was paid on 23/4/2019, payment voucher no. 22786744, 8 days; and</li> <li>Bestie Hostels Ltd requested for UGX 28,790,092 for the maintenance of operating theater at Buwambo health center iv on 21/11/2018, the MHO certified and recommended the payment to supplier on 22/11/2018, and it was paid on 5/12/2018, payment voucher no. 20747065, 1 day.</li> </ol>	4

## Financial management and reporting

14	<p>The LG Health 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"> <li>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</li> </ul>	<p>The evidence provided shows that the health department submitted the annual performance report for the previous FY to the planner for consolidation on 17/07/2019. This is after the specified deadline of 15th July. The submission dates for all quarterly reports were as follows: Quarter 1 on 06/11/2018; Quarter 2 on 05/03/2019; Quarter 3 on 01/05/2019; and Quarter 4 on 17/07/2019.</p>	0
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LG Health department has acted on Internal Audit recommendation (if any)	<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"> <li>• If sector has no audit query: Score 4</li> <li>• 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</li> <li>• If all queries are not responded to Score 0</li> </ul>	<p>The health department provided information to the internal audit on the status of implementation of all the 5 audit findings on the letter not referenced dated 6/6/2019 , signed by Ag head of health services. The 5 issues were lack of land title and fence for Matuga and Nakule health center, poor record keeping, non functionality of generator at Buwambo health center iv, inadequate staffing at Buwambo health center iv, non secured land for Gombe health center ii, poor code of dressing, poor quality of water springs and under performance of deliveries of mothers.</p>
Maximum 4 for this performance measure		

### Social and environmental safeguards

Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.	<ul style="list-style-type: none"> <li>• Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30</li> </ul>	<p>The HUMCs met the gender composition requirement of 30% females. HUMCs of all the five sampled facilities met this requirement as showed below:</p> <ol style="list-style-type: none"> <li>1. Migadde HCIII HUMC had 43% females (three out of seven members),</li> <li>2. Kawanda HCIII HUMC had 43% (three females out of seven members),</li> <li>3. Matuga HCIII HUMC had 50% females (three out of six members),</li> <li>4 Namulonge HCIII HUMC had 43% females (three out of seven members), and</li> <li>5. Buwambo HCIV HUMC had 43% females (six out of fourteen members).</li> </ol>
Maximum 4 points	% women: score 2	

Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.	<ul style="list-style-type: none"> <li>• Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2.</li> </ul>	<p>There was no evidence of dissemination of sanitation and hygiene guidelines to lower health facilities.</p>
Maximum 4 points		



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"> <li>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</li> </ul>	<p>All the health facility infrastructure projects were not screened before approval for construction since there were no related screening forms at the time of the assessment. The projects included; completion of maternity ward at Kawanda HCIII and remodeling of a maternity ward at Buwambo HCIV.</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"> <li>The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2</li> </ul>	<p>The Environmental Officer and Community Development Officer had not monitored the projects since screened was not conducted and no related report was available at the time of the assessment.</p>	0
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"> <li>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 disposal2: score 4.</li> </ul>	<p>The LG had issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal. The sampled health facilities including; Nabutiti HCIII; Kawanda HCIII and Nabweru HCIII had the posters on waste segregation that were pinned in the laboratories and outpatient departments.</p>	4

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Planning, budgeting and execution</b>				
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"> <li>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"> <li>If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10</li> <li>If 80-99%: Score 7</li> <li>If 60-79: Score 4</li> <li>If below 60 %: Score 0</li> </ul> </li> </ul>	Not applicable	0
2	<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. <ul style="list-style-type: none"> <li>If 100 % of the water projects are implemented in the targeted S/Cs: <p>Score 15</p> <ul style="list-style-type: none"> <li>If 80-99%: Score 10</li> <li>If 60-79: Score 5</li> <li>If below 60 %: Score 0</li> </ul> </li> </ul> </li> </ul>	Not applicable	0
<b>Monitoring and Supervision</b>				
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"> <li>If more than 95% of the WSS facilities monitored: score 15</li> <li>80% - 95% of the WSS facilities - monitored: score 10</li> <li>70 - 79%: score 7</li> <li>60% - 69% monitored: score 5</li> <li>50% - 59%: score 3</li> <li>Less than 50% of WSS facilities monitored: score 0</li> </ul>	Not applicable	0

4	The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE	<ul style="list-style-type: none"> <li>Evidence that the district has submitted accurate/consistent data for the current FY: Score 5</li> </ul>	Not applicable	0
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Maximum 10 for this performance measure

4	The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE	<ul style="list-style-type: none"> <li>List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	Not applicable	0
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Maximum 10 for this performance measure

#### Procurement and contract management

5	The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget	Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4	Not applicable	0
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Maximum 4 for this performance measure

6	The district has appointed Contract Manager and has effectively managed the WSS contracts	<ul style="list-style-type: none"> <li>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</li> </ul>	Not applicable	0
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Maximum 8 points for this performance measure

6	The district has appointed Contract Manager and has effectively managed the WSS contracts	<ul style="list-style-type: none"> <li>If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	Not applicable	0
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Maximum 8 points for this performance measure

6	The district has appointed Contract Manager and has effectively managed the WSS contracts	<ul style="list-style-type: none"> <li>If contractor handed over all completed WSS facilities: score 2</li> </ul>	Not applicable	0
	Maximum 8 points for this performance measure			
6	The district has appointed Contract Manager and has effectively managed the WSS contracts	<ul style="list-style-type: none"> <li>If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	Not applicable	0
	Maximum 8 points for this performance measure			
7	The district Water department has certified and initiated payment for works and supplies on time	<ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	Not applicable	0
	Maximum 3 for this performance measure			

#### Financial management and reporting

8	The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit	<ul style="list-style-type: none"> <li>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</li> </ul>	Not applicable	0
	Maximum 5 for this performance measure			
9	The District Water Department has acted on Internal Audit recommendation (if any)	<ul style="list-style-type: none"> <li>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</li> </ul>	Not applicable	0
	Maximum 5 for this performance measure	<ul style="list-style-type: none"> <li>If sector has no audit query score 5</li> <li>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</li> <li>If queries are not responded to score 0</li> </ul>		

#### 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"> <li>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</li> </ul>	Not applicable.	0
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"> <li>Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	Not applicable.	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"> <li>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.</li> </ul>	Not applicable	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"> <li>All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>	Not applicable	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"> <li>Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>	Not applicable	0

12	Participation of communities in WSS programmes	<ul style="list-style-type: none"> <li>If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1</li> </ul>	Not applicable	0
	Maximum 3 points for this performance measure			

12	Participation of communities in WSS programmes	<ul style="list-style-type: none"> <li>Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&amp;M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&amp;E plan for the previous FY: score 2</li> </ul>	Not applicable	0
	Maximum 3 points for this performance measure	Note: One of parameters above is sufficient for the score.		

### Social and environmental safeguards

13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> <li>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</li> </ul>	Not applicable	0
	Maximum 4 points for this performance measure			

13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> <li>Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>	Not applicable	0
	Maximum 4 points for this performance measure			

13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> <li>Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	Not applicable	0
	Maximum 4 points for this performance measure			

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"> <li>• 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</li> </ul>	Not applicable	0
15	<p>Gender and special needs-sensitive sanitation facilities in public places/ RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul>	Not applicable	0