



Local Government Performance Assessment

Makindye-Ssabagabo Municipal Council

(Vote Code: 780)

Assessment	Scores
Accountability Requirements	%
Crosscutting Performance Measures	79%
Educational Performance Measures	82%
Health Performance Measures	85%
Water & Environment Performance Measures	0%

No.	Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract				
1	LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMA and LG Budget guidelines for the coming financial year.	<ul style="list-style-type: none"> From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> If LG submitted before or by due date, then state 'compliant' If LG had not submitted or submitted later than the due date, state 'non-compliant' From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	Makindye Ssabagabbo MC submitted the Annual Performance Contract of the forthcoming year on Sunday 14th July 2019. This is within the adjusted deadline of 31st August 2019, thus the LG is compliant.	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available				
2	LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).	<ul style="list-style-type: none"> From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	The Approved Budget for Makindye Ssabagabbo MC dated Sunday 14th July 2019 had a Procurement Plan dated Sunday 14th July 2019 for FY 2019/2020 attached, thus the LG is compliant.	Yes
Reporting: submission of annual and quarterly budget performance reports				

3	LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	Makindye Ssabagabbo MC submitted the Annual Performance Report for the previous FY on Wednesday 31st July 2019. This is within the adjusted deadline of 31st August 2019, thus 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).	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>Makindye Ssabagabbo MC submitted their Quarterly Budget Performance Reports on time for all the four quarters of the previous FY as follows:</p> <p>The 4th Quarter Report was submitted on Wednesday 31st July 2019, the 3rd Quarter Report was submitted on Wednesday 13th May 2019. 2nd Quarter report was submitted on Thursday 31st January 2019, while the 1st Quarter Report was submitted on Thursday 29th November 2018. This is within the adjusted deadline of 31st August 2019.</p>	Yes

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 line 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.

Makindye-Ssabagabo Municipal Local Government submitted the Report on status of implementation of Internal Auditor General's and Auditor General's findings for financial year 2017/2018 and was received by Office of Internal Auditor General and Auditor General on April 01, 2019

The required date for submission for this year 2018/2019 being April 30 2019 then Makindye-Ssabagabo Municipal Local Government is compliant.

Yes

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

Makindye-Ssabagabo Municipal Council has clean audit opinion as per the Auditor General report for FY 2018/2019 and hence Makindye-Ssabagabo Municipal Council is compliant.

Yes

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution				
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"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>There was evidence that Makindye Ssabagabbo MC had a fully-fledged and functional Physical Planning Committee. This was from the Appointment letter dated 06th August 2018, Ref. No. CR/212/14, for 6 members and letter dated 10th Sept 2018 Ref. No. CR/21214, appointing the Physical Planner in Private Practice. Total was 7 members. This is in line with Section 11 of the Physical Planning Act, 2010 that requires a minimum of 7 members for the committee.</p> <p>Plan Register was in place from 27th January 2016 to date – the latest plan registered was dated 08th July 2019. The plan register had details such as Plan Reg. No., Submission details, Names, and Address of the developer, Site location (Cell and Division), Type of Development, Inspection details, Plot No., Block No., Amount Assessed, Amount Paid, Approval date, Sign of the Approving Personnel, Remarks and Details of the receiver.</p> <p>The Physical Planning Committee meetings were evidenced by the copies of minutes seen on file dated 05th April 2019; 11th January 2019; 15th November 2018 and 17th August 2018 in the FY 2018/2019. Discussions focused on the preparation of the Physical Development Plan for the Municipality, building plan approvals, land subdivisions, control of illegal developments and community sensitisation on physical planning issues.</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"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>There was evidence on file for the submission of Minutes for the Physical Planning Committee meetings held on 17th August 2018; 15th November 2018; 11th January 2019 and 05th April 2019 in the FY 2018/2019 to the Ministry of Lands, Housing and Urban Development (MoLHUD) on 28th June 2019 as per the letter dated 25th June 2019, Ref. No. MSMC/214/1.</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

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

There was evidence that Makindye Ssabagabbo MC had a Physical Development Plan in place dated May 2018 to guide infrastructure investments in the municipality for the period 2019 – 2040. The Municipality PDP was presented and approved by Full Council on 20th June 2019 under Min. No. MSMC/COU/02/06/19: Discussion and Approval of Municipal Draft Physical Development Plan (2019 – 2040). The Draft Municipality Physical Development Plan (2019 – 2040), Drawing No. MSMC/PDP/020 was submitted to MoLHUD on 23rd August 2019 as per the letter dated 12th August 2019 Ref. No. CR MSMC 214/1.

Maximum 4 points for this performance measure.

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

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

Makindye Ssabagabbo MC had a Detailed Local Physical Development Plan prepared for NSSF Lubowa Housing Project, Wakiso Uganda covering 190 Ha (1.9 Sq. Km) by TMA Architects of South Africa in Association with Urban Designers (U) Limited of Impala Avenue Kololo, Kampala.

Maximum 4 points for this performance measure.

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 priority projects in Makindye Ssabagabbo MC AWP for FY 2019/20 approved on 29th May 2019, were derived from the Budget Conference for FY 2019/2020 held on 07th November 2018, at Municipal Headquarters as follows:

Education Sector

1. Construction of 1 No. 2 classroom block at Lubugumu UMEA Primary School in Ndejje Division at a cost of UGX 73,000,000 that appeared on page 191 of the AWP was also reflected on page 7 of 13 of the Budget Conference Report for FY 2019/20;

2. Ground Floor Construction of a storied classroom block at Namasuba UMEA Primary School in Masajja Division at a cost of UGX 200,000,000 that appeared on page 191 of the AWP was also reflected on page 7 of 13 of the Budget Conference Report for FY 2019/20, and

3 .Construction of 5 stances lined VIP latrine at Bunamwaya COU Primary School, in Bunamwaya Division at a cost of UGX 27,000,000 that appeared on page 191 of the AWP was also reflected on page 7 of 13 of the Budget Conference Report for FY 2019/20.

Health Sector

1. Maintenance and renovation of buildings and fencing of land in Masajja Division proposed to house the Government Health Unit at a cost of UGX 20,000,000 that appeared on page 180 of the AWP was also reflected on page 7 of 13 of the Budget Conference Report for FY 2019/20.

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.

Available evidence indicated that priority projects in Makindye Ssabagabbo MC AWP for FY 2019/20 were derived from the 5 Year Development Plan (2015/16 – 2019/20) revised under Minute No. MSMC/07/2/2015/2016, dated March 2015, as follows:

Education Sector

1. Construction of 5 stances lined VIP latrine at selected schools at a cost of UGX 20,002,449 that appeared on page 191 of the AWP was also reflected on page 33 of the 5 Year Development Plan (2015/16 – 2019/20).

Health Sector

1. Maintenance and renovation of buildings and fencing of land in Masajja Division proposed to house the Government Health Unit at a cost of UGX 20,000,000 that appeared on page 180 of the AWP was also reflected on page 29 of the 5 Year Development Plan (2015/16 – 2019/20), and

2. Maintenance and repair of Mutundwe HC II at a cost of UGX 12,000,000 that appeared on page 25 of the AWP was also reflected on page 30 of the 5 Year Development Plan (2015/16 – 2019/20).

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 Project profiles were prepared, presented and discussed by Makindye Ssabagabbo MC TPC meeting held on 15th April 2019 at Municipal Council Headquarters under Minute No. TPC/06/04/2019: Presentation and Discussion of Project Profiles for Projects in the Draft AWP 2019/2020. Some of the Project Profiles included:

1 .Preparation of 1 No. Detailed Physical Development Plan for 1 selected growth centre from the Department of Natural Resources and Environment. The budget was UGX 250,000,000. The start date was July 2019 while the completion date was June 2021;

2 .Preparation of Makindye Ssabagabbo Municipality Physical Development Plan 2019 – 2040 (Phase III) from the Department of Natural Resources and Environment. The budget was UGX 62,000,000. The start date was July 2019 while the completion date was June 2021;

3 .Renovation of sheltered fish handling slabs at Busabala landing site from the Department of Production and Marketing. The budget was UGX 5,050,000. The start date was July 2019 while the completion date was December 2019;

4.Construction of a cattle crush in 3 Divisions from the Department of Production and Marketing. The budget was UGX 6,785,000. The start date was October 2019 while the completion date was June 2020;

5.Phased construction of storeyed 2 classroom block at Namasuba UMEA Primary School from the Department of Education and Sports. The budget was UGX 186,000,000. The start date was July 2019 while the completion date was June 2020;

6.Construction of 2 classroom block at Lubugumu UMEA Primary School from the Department of Education and Sports. The budget was UGX 73,000,000. The start date was July 2019 while the completion date was June 2020, and

7.Periodic maintenance of 7.4 km of Kikajjo road, Palo road, Mary Kevin road, Sebowo road, and Municipal road – Gangu swamp road from the Department of Works and Technical Services. The budget was UGX 208,000,000. The start date was August 2019 while the completion date was December 2019.

Annual statistical abstract developed and applied

Maximum 1 point on this performance measure

- 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.

There was evidence that Makindye Ssabagabbo MC prepared the Annual Statistical Abstract for FY 2018/19 dated June 2019 with gender-disaggregated data reflected in Chapter 3, Pages 15 – 21.

Abstract was presented to TPC on 15th April 2019 at Makindye Ssabagabbo MC Headquarters under Min. No. TPC/07/04/2019: Provision of Statistics for Planning Purposes.

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

- 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

There was evidence that infrastructure projects implemented by Makindye Ssabagabbo MC in the previous FY were derived from the Annual Work Plan and Budget approved by Council on 24th May 2018, under Minute No. 07/05/18, as follows:

Health Sector

1 . Maintenance and rehabilitation of health facilities at Ndejje HC IV at a cost of UGX 18,500,000 reflected on page 150 of the AWP was also indicated on page 25 of Makindye Ssabagabbo MC Annual Budget approved by the Council, and

2 . Maternity ward construction and rehabilitation at Ndejje HC IV at a cost of UGX 10,000,000 reflected on page 150 of the AWP was also indicated on page 25 of Makindye Ssabagabbo MC Annual Budget approved by the Council.

Education Sector

1 . Classroom construction and rehabilitation at Ndejje Primary School from School Development Grant at a cost of UGX 37,000,000 reflected on page 154 of the AWP was also indicated on page 29 of Makindye Ssabagabbo MC Annual Budget approved by the Council;

2 . Classroom construction and rehabilitation at Ndejje Catholic Primary School from School Development Grant at a cost of UGX 80,000,000 reflected on page 154 of the AWP was also indicated on page 29 of Makindye Ssabagabbo MC Annual Budget approved by the Council, and

3 . Phased construction of a Storeyed 2 classroom block at Kibiri Seed Secondary School in Masajja at a cost of UGX 263,506,000 reflected on page 155 of the AWP was also indicated on page 30 of Makindye Ssabagabbo MC Annual Budget approved by the Council.

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

- Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.
- o 100%: score 4
- o 80-99%: score 2
- o Below 80%: 0

There was no evidence that all investment projects implemented by Makindye Ssabagabbo MC in FY 2018/2019 were completed as per the work plan from the completion certificates seen as follows:

Education Sector

1 . Construction of a 2 classroom block at Kigo Lunya Primary School and installation of a water tank with the capacity of 1,000 liters, at a cost of UGX 71,000,400. The start date was 05th March 2019 while the completion date was 21st September 2019;

2. Construction of a 2 classroom block at Bunamwaya COU Primary School, at a cost of UGX 72,850,000. The start date was 01st March 2019 while the completion date was 20th June 2019;

3 . Construction of a 2 classroom block at Busabala Primary School, at a cost of UGX 71,737,046. The start date was 01st March 2019 while the completion date was 20th June 2019, and

4 . Construction of 5 stances lined VIP latrine at Kibiri Catholic Primary School at a cost of UGX 23,000,000. The start date was 01st March 2019 while the completion date was 22nd May 2019.

Health Sector

1. Construction and extension of the maternity ward at Ndejje HC IV at a cost of UGX 11,784,000. The start date was 25th February 2019 while the completion date was 30th June 2019, and

2. Renovation and plumbing works at Mutundwe HC II at a cost of UGX 4,900,000. The start date was 25th February 2019 while the completion date was 30th June 2019.

Therefore, since 5 out of 6 projects were completed on time i.e. by the end of the FY gives project timely completion rate of 83.3%.

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

Maximum 4 points on this Performance Measure.

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

There was evidence that investment projects implemented by Makindye Ssabagabbo MC in FY 2018/2019 were completed within the approved budget from the completion certificates seen as follows:

Education Sector

1 .Construction of a 2 classroom block at Kigo Lunya Primary School and installation of a water tank with the capacity of 1,000 liters by M/s Skylight Services Limited, of P.O. Box 4325, Kampala; Ref. No. MSMC/Wrks/18-19/00013. Budget was UGX 73,000,000 and the actual payment was UGX 71,000,400, thus 97.26%;

2 .Construction of a 2 classroom block at Bunamwaya COU Primary School by M/s Moon Star Technical Services Limited, of P.O. Box 72679, Kampala; Ref. No. MSMC/Wrks/18-19/00014. Budget was UGX 73,000,000 and the actual payment was UGX 72,850,000, thus 99.79%;

3 .Construction of a 2 classroom block at Busabala Primary School by M/s Lint Consults and Engineering Uganda Limited, of P.O. Box 33254, Kampala; Ref. No. MSMC/Wrks/18-19/00015. Budget was UGX 73,000,000 and the actual payment was UGX 71,737,046, thus 98.26%, and

4 .Construction of 5 stances lined VIP latrine at Kibiri Catholic Primary School by M/s Ever Investments Limited, of P.O. Box 31284, Kampala; Ref. No. MSMC/Wrks/18-19/00021. Budget was UGX 23,000,000 and the actual payment was UGX 23,000,000, thus 100%.

Health Sector

1 .Construction and extension of the maternity ward at Ndejje HC IV by M/s Crossland Consults Limited, of P.O. Box 748, Kampala; Ref. No. MSMC/Wrks/18-19/00018. Budget was UGX 11,784,000 and the actual payment was UGX 11,784,000, thus 100%, and

2 .Renovation and plumbing works at Mutundwe HC II by M/s Crossland Consults Limited, of P.O. Box 748, Kampala; Ref. No. MSMC/Wrks/18-19/00016. Budget was UGX 4,919,420 and the actual payment was UGX 4,900,000, thus 99.60%.

5	<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>There was evidence that Makindye Ssabagabbo MC had a budget of UGX 150,500,000 for O&M for the following items:</p> <ol style="list-style-type: none"> 1. Municipal council assets at a cost of UGX 5,000,000; 2. Classroom rehabilitation at Ndejje Primary School and Ndejje Catholic Primary School at a cost of UGX 117,000,000; 3. Maintenance and repair of Ndejje HC IV at a cost of UGX 18,500,000; and 4. Maintenance and repair of maternity ward at Ndejje HC IV at a cost of UGX 10,000,000. <p>All the amount was spent accordingly, thus 100% of the O&M budget spent.</p>	2
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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"> • Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>There was evidence that Makindye Ssabagabo Municipal council substantively filled some of the approved positions of the heads of departments as per the customized structure and staff establishment for Makindye Ssabagabo Municipal Council dated 6th March, 2017, ref: ARC 135/306/01. Those substantively appointed included;</p> <p>Principal Treasurer (Nakalembe Saphina) was appointed on 13th/07/2018, Municipal Executive Engineer (Ndiwalana Geoffrey) was appointed on 2nd/11/2018, Principal Education Officer (Kayongo William) was appointed on 13th/07/2018. Senior Physical Planner (Bisirikirwa Lukyamuzi Matia) was appointed on 13th/07/2018.</p> <p>Those in acting positions included; District Community Development Officer, Principle Medical Officer, Senior Veterinary Officer and Principal Commercial Officer.</p>	0
6	<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>There was evidence that all the HoDs were appraised by the Town Clerk as per the guidelines issued by MoPS during the previous FY.</p> <p>Principal Treasurer (Nakalembe Saphina) was appraised on 20th/09/2019; Municipal Executive Engineer (Ndiwalana Geoffrey) was appraised on 2nd/07/2019; Principal Education Officer (Kayongo William) and Senior Physical Planner (Bisirikirwa Lukyamuzi Matia) were appraised on 10th/07/2019; Ag District Community Development Officer was appraised on 2nd/08/2019, Ag Principle Medical Officer was appraised on 18th/07/2019, Ag Senior Veterinary Officer was appraised on 5th/07/2019 and Ag Principal Commercial Officer was appraised on 2nd/07/2019.</p>	2

7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>There was evidence that staff submitted for recruitment were considered.</p> <p>Town Clerk's staff submission for recruitment dated 14th/11/2018 was considered by DSC under DSC minute Serial NO. 05/2019 in the extracted minutes of 559th meeting of Wakiso DSC meeting held on 11th/04/2019. This was a massive recruitment for FY 2018/2019.</p>	2
7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>There was evidence that the DSC considered all Town Clerk's staff submissions for Confirmation in FY 2018/19.</p> <p>Town Clerk's only submission for confirmation of 3 staff dated 15th/04/2019 was considered under DSC Minute Serial NO. 08/2019. The staff confirmed included Nassanga Maimounah, Sadat Moses and Naisonga Alice.</p>	1
7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>There were no disciplinary cases submitted by Town clerk to District Service commission in FY 2018/2019. Therefore there was no information for comparison. All the disciplinary cases were submitted to Rewards and Sanctions committee and they were all handled by the rewards and sanctions committee. Evidence was from summoning letters to individuals and minutes of the rewards and sanctions committee dated 14th/09/2018.</p>	1
8	<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>There was evidence that all the newly recruited staff in FY 2018/2019 accessed the salary payroll within 2 months.</p> <p>From evidence on the individual appointment letters and payslips, all staff that were appointed on probation on 23rd/04/2019 accessed payroll either on 28th/05/2019 or 28th/06/2019. The appointed staff included: Town Agents, Driver, Assistant Education Officer, and Clinical officer, Laboratory Technician, Law Enforcement Officers, Records Officer, Assistant Engineering Officer, Assistant Inventory Management Officer, Assistant Animal Husbandry Officer, Senior Finance Officer and Probation Officer.</p>	3

8	<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>There was no evidence that staff that retired during the previous FY accessed payroll not later than two months after retirement. According to the available information, all the five staff who retired in the previous FY didn't access payroll within two months. For example Ahamed Amina (Assistant Animal Husbandry Officer) retired on 11th/09/2018 and accessed payroll in May 2019 and Seruyange Samuel (Deputy Head teacher) retired on 13th/12/2018 and accessed payroll in June 2019.</p>	0
Revenue Mobilization				
9	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% - 10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>Makindye-Ssabagabo Municipal Local Government had OSR for FY 2017/2018 amounting to UGX 1,844,058,690 and OSR for FY 2018/2019 amounting to UGX 1,946,889,759.</p> <p>This shows an increase of UGX 102,831,069 which gives an increase of 5.6% in OSR as per Draft Final Accounts for FY 2017/18 and FY 2018/19 for vote 780.</p>	2
10	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Makindye-Ssabagabo Municipal Local Government collected Local Revenue (OSR) for FY 2018/2019 amounting to UGX 1,946,889,759.</p> <p>The budgeted Local Revenue (OSR) for FY 2018/2019 was UGX 2,003,842,001</p> <p>There was therefore 97.16% in budget realisation</p>	2
11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>This was no evidence of transfer of 50% mandatory remittances of Local Revenue to Makindye-Ssabagabo Municipal Divisions (LLGs) for the entire year 2018/2019.</p>	0

11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>Makindye-Ssabagabo Municipal Council spent UGX 311,036,456 while the total Local Revenue(LR) for FY 2017/2018 was UGX 1,844,058,690. This shows a 16.87% of OSR expenditure on council activities hence less than the 20% requirement.</p>	2
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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"> • 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 	<p>There was evidence that the MC has filled the position of a Senior Procurement Officer (Namusoke Asia Sebidde) with appointment on transfer letter dated 23rd/04/2019, DSC MIN NO. 83/2019 and Ref: CRD: 10105 and a Procurement officer (Ssejjoba Japhet) appointed on promotion on 13th/07/2018, DSC MIN NO. 148/2018, ref: CRD: 10033.</p> <p>Source of information: Personnel files.</p>	2
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The LG has in place the capacity to manage the procurement function

Maximum 4 points on this performance measure.

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

There was evidence that the TEC produced and submitted reports to the Contracts Committee for the previous financial year 2018/2019. Evidence was from reports of the following TEC meetings.

TEC report of meeting held on 14th/08/2018 for supply of two Brand new Double Cabin Pick –Ups for Administration and Education Departments. Procurement reference NO. MSMC 780/Supls/18-19/00001. 00002, The report was signed by 3 members of the TEC on 24th/09/2018.

TEC report of meeting held on 17th/12/2018 for construction of a two classroom block and installation of a 10,000 litre tank at Busabala P/S under Project reference NO. Msmc 780/Wrks/2018-19/00015. The report was signed by 3 members of the TEC on 11th/02/2019.

TEC report of meeting held on 17th/12/2018 for construction of a two classroom block and installation of a 10,000 litre tank at Kigo –Lunya P/S under procurement reference NO. MSMC 780/Wrks/2018-19/00013. The report was signed by 3 members of the TEC.

TEC report of meeting held on 22nd/10/2018 for Phased upgrading and stone Pitching of Zimwe road (0.4) Km under reference NO. MSMC 780/Wrks/2018-19/00002. The report was signed by 3 members of the TEC on 2nd/11/2018.

TEC meeting was held on 18th/11/2018 for supply of 169 three seater school desks to UPE schools in Masajja Division under Procurement reference NO MSMC 780/Wrks/2018-19/00002. The report was signed by 3 members of the TEC on 18th/01/2019.

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

Maximum 4 points on this performance measure.

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

There was evidence that the Contracts Committee considered recommendations of the TEC. This was evidenced in the minutes of 5 meetings.

The Contracts Committee submission of meeting held on 14th/08/2018 under minute NO.40/cc/003/2018-19, where they considered recommendations of the project Code MSMC 780/Supls/2018-19/00001 & 00002 for supply of two Brand new Double Cabin Pick –Ups for Administration and Education Departments.

The Contracts Committee submission of sitting held on 11th/02/2019 under minute NO. 68/cc/006/2018-19, where they considered recommendations of the project Code MSMC 780/Wrks/2018-19/00015 for construction of a two classroom block and installation of a 10,000 litre tank at Busabala P/S.

The Contracts Committee submission of sitting held on 11th/02/2019 under minute NO. 66/cc/006/2018-19, where they considered recommendations of the project Code MSMC 780/Wrks/2018-19/00013 for construction of a two classroom block and installation of a 10,000 litre tank at Kigo –Lunya P/S.

The Contracts Committee submission of sitting held on 2nd/11/2018 under minute NO. 58/cc/005/2018-19, where they considered recommendations of the project Code MSMC 780/Wrks/2018-19/00002 for Phased upgrading and stone Pitching of Zimwe road (0.4) Km.

The Contracts Committee submission of sitting held on 11th /02/2019 under minute NO. 70/cc/006/2018-19, where they considered recommendations of the project Code MSMC 780/Supls/2018-19/00002 for supply of 169 three seater school desks to UPE schools in Masajja Division.

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

a) All infrastructure projects listed in the Consolidated Procurement Plan for FY 2019/20 dated 19/6/19, endorsed by the Town Clerk on 18/7/19 and received by PPDA on 30/7/19 were captured in the Approved Budget and Work plan, generated on 14/7/2019 and endorsed by the Mayor on 29/5/2019. For example:

1. In the procurement plan, page 9 was the construction a storied building at Namasuba UMEA. The project was covered in AWP and budget on page 29 under output 312101: Non-residential buildings; and
2. In the procurement plan, page 10 was the phased tarmacking of Kisigula-Mutundwe, Bunamaya 2 km / 5Km road. The project was covered in the budget on pages 32 and 33 output 048153: Urban roads upgraded to bitumen standards (LLS).

b) A sample of actual procurements made in 2018/2019 showed that the LG made procurements as per plan (adherence to the procurement plan) for FY 2018-19, dated and approved by the Town Clerk on 19/6/2019 and received by the PPA on 28/6/2019. For example:

1. Procurement file Ref. MSMC780/Wrks/18-19/00013: Construction of a 2 classroom block at Kigo-Lunnya. The project was covered on page 11 in the consolidated procurement plan; and
2. Procurement file Ref. MSMC780/Wrks/18-19/00002-Lot 1: Phased tarmacking of Kisigula-Mutundwe, Bunamwaya (5 Km) and Lubowa-Lweza, Kajjansi (5 Km) road. The project was covered in the page 10 consolidated procurement plan

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

Maximum 6 points on this performance measure.

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

From the Consolidated Procurement plan for the current FY 2019/2020 and the procurement files, 1 (11.1%) out of 9 investment/infrastructure projects had their bid documents prepared by August 30.

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 an updated contract register and has complete procurement activity files for all procurements: score 2

Evidence obtained from the procurement office showed that the Municipal Council had an updated contracts register and monitoring tool dated 30/6/2019 and prepared by the Procurement Officer. All procurements for FY 2018/2019 had complete procurement activity files. For example:

1. MSMC780/Wrks/18-19/00015: Construction of 2-classroom block and installation of a 10,000 litre tank at Busabala P/School;
2. MSMC780/Wrks/18-19/00013: Construction of 2-classroom block and installation of a 10,000 litre tank at Kigo-Lunnya;
3. MSMC780/Wrks/18-19/00014: Construction of 2-classroom block and installation of a 10,000 litre tank at Bunamwaya C/U P/school;
4. MSMC780/Wrks/18-19/00021: Construction of a VIP latrine at Kibiri Catholic P/school; and
5. MSMC780/Wrks/18-19/00005: Phased up grading of Mutundwe-Kisigula and Lubowa-Lweza roads.

All procurement activity files comprised of key elements including signed contracts, bid documents, newspaper adverts for open bids, requisitions LG PP Forms of various user departments, tender award and acceptance letters, approvals by the contracts committee etc.

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.

Evidence that the LG adhered with procurement thresholds was obtained from a sample of 5 projects listed in the Procurement Plan FY 2018/2019. The estimated project cost, procurement method, dates of contract signing and completion and the source of funding and letters of contract award signed by the CAO were all included. For example:

1. MSMC780/Wrks/18-19/00015: Construction of 2-classroom block and installation of a 10,000 litre tank at Busabala P/School. Selective bidding and estimated at UGX 71,737,046;
2. MSMC780/Wrks/18-19/00013: Construction of 2-classroom block and installation of a 10,000 litre tank at Kigo-Lunnya. Selective bidding and estimated at UGX 71,000,400;
3. MSMC780/Wrks/18-19/00014: Construction of 2-classroom block and installation of a 10,000 litre tank at Bunamwaya C/U P/school Selective bidding and estimated at UGX 72,850,000;
4. MSMC780/Wrks/18-19/00021: Construction of a VIP latrine at Kibiri Catholic P/school. Selective bidding and estimated at UGX 23,000,000; and
5. MSMC780/Wrks/18-19/00005: Phased up grading of Mutundwe-Kisigula and Lubowa-Lweza roads. Open domestic bidding and estimated at UGX 3,390,145,530.

15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>A sample of works projects from building construction and road sectors show that all works projects implemented in FY 2018/2019 were certified with interim payment certificates. The certificates were endorsed by the engineer from the ministry of education, the principal executive engineer, head of user department and the Town Clerk as follows:</p> <ol style="list-style-type: none"> 1. MSMC780/Wrks/18-19/00015: Construction of 2-classroom block and installation of a 10,000 litre tank at Busabala P/School. Interim Payment Certificate was dated 11/5/2019; 2. MSMC780/Wrks/18-19/00013: Construction of 2-classroom block and installation of a 10,000 litre tank at Kigo-Lunnya. Interim Payment Certificate was dated 7/5/2019; 3. MSMC780/Wrks/18-19/00017: Renovation of laboratory at Ndeje Health Centre IV. Interim Payment Certificate was dated 17/6/2019; 4. MSMC780/Wrks/18-19/00014: Construction of 2-classroom block and installation of a 10,000 litre tank at Bunamwaya. Completion Payment Certificate was dated 5/6/2019; and 5. MSMC780/Wrks/18-19/00021: Construction of a VIP latrine at Kibiri Catholic P/School. Interim Payment Certificate was dated 17/6/2019. 	2
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15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>No site boards were installed at the time of this assessment. The procurement process for all works projects was not yet complete</p>	2
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Financial management

16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<ul style="list-style-type: none"> • Makindye-Ssabagabo Municipal Local maintained bank reconciliation statements for all 12 Months of FY 2018/2019 for the sampled bank accounts including: General Fund, Property tax, TSA, Property rates, YLP, and UWEP. • All bank reconciliation statements checked on 2/8/2019 and also bank reconciliation statements for the months of July to September 2019 were maintained but all the four were not signed and checked. 	4
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17		<ul style="list-style-type: none"> • If the LG makes timely 		2
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The LG made timely payment of suppliers during the previous FY

Maximum 2 points on this performance measure

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

There were no overdue Bills of suppliers for FY 2018/2019 with reference to note 24: Payables in Final Accounts as evidenced by a sample of 7 transactions from health, and education departments showing that all payments are done within 2 months after approval, and there were no unpaid bills over 2 months.

- A payment on voucher No. 21165447 for supply of 2 new brand double cabin pick ups by Mac East Africa Ltd with invoice dated 10/12/2018 where the payment was initiated on 10/12/2018 and payment was made on 19/12/2019. This payment was made in 10 days after approval.
- Contract No Makindye-Ssabagabo780/Wrks/18-19/00015: Construction of a 2 classroom block with 10,000 litre tank at Busabala Primary School by Lint consult and engineering Ltd. The payment was initiated on 23/4/2019 , certified and recommended on 23/4/2019 and payment was made on 19/6/2019 as seen on voucher No. 24163906. This payment was made in 27 days after approval
- Contract No MakSsab799/Wrks/18-19/0004: Construction of a 5 stance lined pit latrine at st. Kizito Primary School, Kibiri by Ever Investments Ltd. The payment was initiated on 17/4/2019, certified and recommended on 17/4/2019 and payment was made on 22/5/2019 as seen on voucher No. 24163906. This payment was made in 6 days after approval
- Contract No MSMC780/Wrks/2018-19/00014: Construction of a 2 classroom block with 10,000 litre tank at Bunamwaya Primary School by moom star Technical Services Ltd. The payment was initiated on 5/6/2019 , certified and recommended on 7/6/2019 and payment was made on 20/6/2019 as seen on voucher No. 24247030. This payment was made in 14 days after approval
- Contract No MSMC780/Wrks/2018-19/00006: Construction of a 2 classroom block at Masajja Umea Primary School by wagwa general contractors Ltd. The payment was initiated on 4/1/2019 , certified and recommended on 7/1/2019 and payment was made on 21/1/2019 as seen on voucher No. 21325580. This payment was made in 15 days after approval
- Contract No MSMC780/Wrks/18-19/00017: Extension of maternity ward at Ndejje HC IV by Cross - Land construction Co. the payment was initiated on 10/6/2019, certified and recommended on 18/6/2019 and payment was made on 19/6/2019 as seen on voucher No. 24164017. This payment was made in 8 days after approval.
- Contract No MSMC780/Wrks/18-19/00017: Renovation of Laboratory at Ndejje HC IV by Cross - Land construction Co. the payment was initiated on 10/6/2019, certified and recommended on 18/6/2019 and payment was made on 19/6/2019 as seen on voucher No. 24164017. This payment was made in 8 days after approval.

18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>Makindye-Ssabagabo Municipal Local Government has a substantive Senior Internal Auditor(Mr Mugumbya Hergert) file No. 10012 ref: CRD10012</p>	1
18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>Makindye-Ssabagabo District Local Government produced quarterly internal audit reports for FY 2018/19 and submitted them for;</p> <p>Quarter 1 on 30/11/2018</p> <p>Quarter 2 on 30/4/2019</p> <p>Quarter 3 on 25/7/2019</p> <p>Quarter 4 on 12/9/2019.</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>There was a report on information provided to the Council and LG PAC on the status of implementation of internal audit reports for FY 2018/19. These were submitted for;</p> <p>Quarter 1 on 30/11/2018</p> <p>Quarter 2 on 30/4/2019</p> <p>Quarter 3 on 25/7/2019</p> <p>Quarter 4 on 12/9/2019.</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"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>Internal audit reports for FY 2017/18 were submitted to LG Accounting Officer, but Wakiso District LG PAC has not deliberated on audit issues for all the Quarters of FY 2018/19 .</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"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>Makindye-Ssabagabo Municipal Local Government maintains an asset register manually covering details for some assets there was no categorization of assets such as Land and Buildings, Transport Equipment, Machinery.</p> <p>The assets register did not show detailed description of assets and no full details of cost values.</p>	0
20	<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>Makindye-Ssabagabo Municipal Council has unqualified audit opinion as per the Auditor General report for FY 2018/2019.</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"> • 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 	<p>There was evidence from minutes that Makindye Ssabagabbo MC Council met and discussed service delivery related issues for FY 2018/19 as follows:</p> <ol style="list-style-type: none"> 1. On 29th August 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/06/08/19: Presentation of Committee Recommendations – Social Services Committee; 2. On 20th June 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/02/06/19: Discussion and Approval of the Municipal Draft Physical Development Plan (2019 – 2040); 3. On 29th May 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under: <ul style="list-style-type: none"> a) Minute No. MSMC/COU/02/05/19: Annual State of the 	2
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Municipality Address;

b) Minute No. MSMC/COU/05/05/19: Presentation of Committee Recommendations. Item 1 – Social Services Committee, and

c) Minute No. MSMC/COU/06/05/19: Fiscal Year 2019/2020 Budget Approval.

4. On 21st March 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/04/03/19: Laying of the Budget Estimates FY 2019/2020;

5. On 28th February 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/06/02/19: Presentation of Committee Recommendations – Social Services Committee;

6. On 20th December 2018 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/06/12/18: Presentation of Committee Recommendations – Reports from the Social Services Committee;

7. On 31st October 2018 in the Municipal Council Hall at the Municipal Council Headquarters, under:

a) Minute No. MSMC/COU/07/10/18: Presentation of Sectoral Committee Reports – Social Services Committee, and

b) Minute No. MSMC/COU/07/10/18: Presentation of Municipal Draft Site Plan;

8. On 23rd August 2018 in the Municipal Council Hall at the Municipal Council Headquarters, under:

a) Minute No. MSMC/COU/08/08/18: Presentation of Committee Reports. Item 08/1 – Social Services Committee;

b) Minute No. MSMC/COU/09/08/18: Presentation and Review of Budget Guidelines for Education and Health;

c) Minute No. MSMC/COU/11/08/18: Supplementary Budget for FY 2018/2019 and Reallocation of funds within the Finance Department Budget. Item 11/2 – Education Department; Item 11/3 – Health Department; and Item 11/4 – Mild May funds.

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"> • Evidence that LG has designated a person to coordinate response to feedback (grievance/complaints) and responded to feedback and complaints: score 1. 	<p>There was evidence of a letter dated 01st July 2019, Ref. No. MSMC 1050/2, designating Ms Nalunkuma Sylvia – the Makindye Ssabagabbo MC Assistant Town Clerk and Clerk to Council, as the Focal Point Person and officer responsible for coordinating responses, grievance/complaints on staff conduct, service delivery issues and customer care in the municipality.</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"> • The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>There was evidence of a Complaints Register at the Municipal Council where all complaints are recorded before they are channelled to the responsible officers for action. The Complaints book started 09th February 2018 up to 04th October 2019.</p> <p>There was also evidence of display of the complaints/grievances procedure indicating the telephone numbers, Facebook account: Makindye Ssabagabbo Municipality and the website: www.msabagabo.go.ug, where the procedure was shared and complaints received.</p> <p>Additionally, was the Suggestion and Complaints Box at the Municipal Council Headquarters where residents drop all their concerns for action by the responsible officers as guided by the Focal point Person.</p>	1
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>Makindye Ssabagabbo MC Payroll and Pension list for the month of October 2019 were available at the Notice Board for FY 2019/2020, where it was accessed by the public.</p>	2
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>There was evidence that the Procurement Plan for FY 2019/2020 dated 14th July 2019, Contract Awarded Notices dated 19th August 2019 displayed with the names of the best evaluated bidder, services to be offered, contract prices, and expected dates of removal were published on the Procurement and Disposal Unit Notice Board.</p> <p>Some of the notices included: Stationary, printing and photocopy services; Fuel and lubricants, Furniture and Office Equipment, Civil works dated 25th October 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"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>There was evidence of the display dated 31st July 2019 for the Performance Assessment Results for FY 2017/2018 on the Municipality Notice Board.</p>	1
24	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>There was evidence that Makindye Ssabagabbo MC communicated and explained guidelines, circulars and policies issued by the national level to LLGs as follows:</p> <ol style="list-style-type: none"> 1 .TPC meeting dated 25th March 2019 in the Town Clerk's Office under Minute No. TPC/76/03/2019: Dissemination of Budget Guidelines for FY 2019/2020 and PBS Draft Budgeting for FY 2019/2020; 2. TPC Meeting dated 18th February 2019 in the Town Clerk's Office under Minute No. TPC/64/02/2019: Updates on the Budget Preparation for FY 2019/2020; 3. TPC Meeting dated 28th January 2019 in the Town Clerk's Office under Minute No. TPC/54/01/2019: Updates on Procurement Work Plan for 2018/2019 and Minute No. TPC/50/01/2019: Second Quarter PBS Quarterly Report; 4. Training and capacity building workshop held on 11th July 2019 at the Municipal Council Headquarters under the theme: Guidelines and Principles in the Public Service to Makindye Ssabagabbo MC Staff; 5 .Meeting dated 14th May 2019 at Masajja Division Headquarters for All Head Teachers of Primary Schools in the Municipality where Guidelines for Sanitation in Schools were disseminated under Minute No. 4/Educ/2019: Communication from the Inspector of Schools, and 6 . Meeting dated 14th March 2019 at Masajja UMEA Primary School for All Head Teachers of Primary Schools in the Municipality during which Guidelines and the Policy on School Feeding were disseminated under Minute No. 004/Educ/2019: Communication from Inspector of Schools. 	1

24	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>There was evidence of Barrazas held on 29th April 2019 at Zanta in Ndejje Division and 30th April 2019 at Gangu in Masajja Division as per the report dated 12th May 2019, Ref. No. CR/MSMC/01.</p> <p>Makindye Ssabagabbo Municipality also had Monthly radio programmes aired on 89.2 CBS FM under the umbrella of “Wakiso Empya Programme” where the municipality technical and political heads updated residents on ongoing projects and completed ones. This was evidenced by the Memorandum of Understanding between Wakiso District Local Government and the 4 Municipalities of Entebbe, Kira, Nansana and Makindye Ssabagabbo dated 04th July 2016 Ref. No. CR/201/2 for a period of 5 Years focusing on various development projects and programmes in their areas of jurisdiction.</p>	1
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Social and environmental safeguards

25	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women’s roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>Evidence that the district GFP and CDO provided guidance and support to different departments was from 2 sources. First, the minutes for social services committee meeting held on 25/10/2018 at the municipal headquarters was endorsed by the Assistant Town Clerk and the Chairperson of social services committee. Second, the minutes of Makindye Sebagabo MC monthly technical planning committee meeting Min. no TPC/07/2018, held on 30/7/18 in the office of the Town Clerk was endorsed by the Senior Physical Planner and the Town Clerk.</p>	2
25	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women’s roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women’s roles and address vulnerability and social inclusions and that more than 90 % of previous year’s budget for gender activities/ vulnerability/ social inclusion has been implement-ted: score 2. 	<p>From the Municipal Annual Work Plan and budget estimates for FY 2019/2010 dated 29/5/2019 and generated on 14/7/19 the GFP and CDO had planned for more than 2 activities for the current financial year. For example, on pages 216-219 activities highlighted under output 108108 – Children and Youth Services; and 108109 – support to youth and councils.</p> <p>Basing on the approved budget estimates for FY 2018/2019 dated 26/5/2018, generated on 31/7/2018 and endorsed by the Mayor on 26/5/2018 a total approved budget of UGX 707,855,000 had been approved for 11 major gender/vulnerability and social inclusion activities. Basing on information obtained from the annual performance report of the department of community based services only 1 activity budgeted for UGX 161,617,000 was not implemented. Therefore 77.2% of the previous budget has been implemented.</p>	0

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

Evidence was from an environmental and social screening report for projects activities, dated 6/9/2018 and signed by the Environmental Focal Person. Mitigation measures were planned, budgeted for and included in the BOQs. For example:

1. Maintenance of Abundant life Ngonbe-Katula road, Seguku;
2. Extension of maternity ward at Ndejje Health Centre IV;
3. Construction of 2 classroom block at Busabala P/school;
4. Construction of a 2 classroom block at Kigo-Lunnya; and
5. Construction of a 14-stance water borne toilet at Ndejje Health Centre IV.

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 the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1

Basing on a sample of procurement files in the BOQs, the LG integrates environmental and social management and health and safety plans in contract bid documents. For example:

1. MSMC780/Wrks/18-19/00002-Lot 1: Phased tarmacking of Kisugula-Mutundwe, Bunamwaya (5 Km) and Lubowa-Lweza, Kajjansi (5 Km) road. BOQs, item 12.02, element 17.01 highlighted lightening protection and waste disposal;
2. MSMC780/Wrks/18-19/00013: Construction of 2-classroom block and installation of a 10,000 litre tank at Kigo-Lunnya. BOQs, element H highlighted lightening protection;
3. MSMC780/Wrks/18-19/00014: Construction of 2-classroom block and installation of a 10,000 litre tank at Bunamwaya C/U P/school. BOQs, element H highlighted lightening protection and element A highlighted clearing site of termite nests;
4. MSMC780/Wrks/18-19/00021: Construction of a VIP latrine at Kibiri Catholic P/School. BOQs, element 7 sub element G highlighted soil and vent pipes; and
5. MSMC780/Wrks/18-19/00015: Construction of 2-classroom block and installation of a 10,000 litre tank at Busabala P/School. BOQs, element H on page 36 highlighted lightening protection.

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 all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1

The LG had proof of ownership of land in form of land titles or agreements or Memoranda of Understanding (MoU) for all projects implemented. For example:

1. An MoU between registered land trustees of Bunamwaya C/U and Management Committee of Bunamwaya P/School dated 16/12/2018;
2. An MoU between Namasuba Islamic affairs committee and school management committee of Namasuba UMEA P/school dated 15/11/2018;
3. The management of Sseguku P/school handed over school land title measuring 1.384 Ha, at Block 266, plot 1980 to the Town Clerk, signed by the chairman management committee on 31/5/2017;
4. The leaders of Busabala Parish transferred ownership of a piece of land measuring 50ft x 134ft x 80ft x 144ft located in Kibiri A zone, Masaja Division on 28/8/2018; and
5. A piece of land measuring 3.84 Ha located on plots 8257 and 8256, block 265 in Bunamwaya Division is ready to be transferred to Makindye Ssabagabo MC.

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

ESM certification Forms for completed projects indicating the negative social and environmental impacts, the description of the mitigation measures, implementation status were duly endorsed by the Environment Focal Person and the Principal CDO on 30/6/2019. For example:

1. Construction of 2- classroom block and installation of a 10,000 litre tank at Kigo-Lunnya;
2. Construction of 2- classroom block and installation of a 10,000 litre tank at Bunamwaya C/U P/school;
3. Construction of 2- classroom block and installation of a 10,000 litre tank at Busabala P/school;
4. Extension of maternity ward at Ndejje Health Centre IV; and
5. Phased up grading of Zzimwe road construction.

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

There was no evidence that the contract payment certificated included prior environmental and social clearance, at the time of this assessment. For example:

1. Interim Payment Certificate dated 11/5/2019 - Construction of 2- classroom block and installation of a 10,000 litre tank at Busabala P/School;
2. Interim Payment Certificate dated 7/5/2019 - Construction of 2- classroom block and installation of a 10,000 litre tank at Kigo-Lunnya;
3. Interim Payment Certificate dated 17/6/2019 - Renovation of laboratory at Ndejje Health Centre IV;
4. Completion Payment Certificate dated 5/6/2019 - Construction of 2- classroom block and installation of a 10,000 litre tank at Bunamwaya; and
5. Interim Payment Certificate dated 17/6/2019 - Construction of a VIP latrine at Kibiri Catholic P/School.

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

Evidence was based on a report on monitoring reports for FY 2018/2019. The reports addressed to the Town Clerk, indicated the mitigation measures identified and the implementation status of the project. The reports were endorsed by the Environmental Focal Person. For example:

1. Expansion of maternity section at Health Centre IV, endorsed 24/4/2019;
2. Renovation works at Ndejje Health Centre IV, endorsed 24/4/2019;
3. Construction of a 14-stance water borne toilet at Ndejje Health Centre IV, endorsed 24/4/2018;
4. Quarry stone mining at Kigo-Lunnya, endorsed on 5/4/2019; and
5. Abundant life Ngonbe-Katula road maintenance, Sseguku, endorsed 5/4/2019.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management				
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"> • 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 	Makindye Ssabagabo LG budgeted for 16 Head Teachers and 197 teachers for 16 schools within a wage bill of Ug Shs 1,261,556,000/- for the current FY.	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"> • 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 	Makindye Ssabagabo LG deployed 16 Head Teachers and 197 teachers for the current FY	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"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	Makindye Ssabagabo LG filled the structure for primary teachers by 197 teachers in a wage bill provision of Ug Shs 1,261,556,000/- . This is short by 22 teachers needed to complete the staff structure, an equivalent of 89.9%.	3

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>	<p>• Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6</p>	<p>Makindye Ssabagabo the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>The Municipal Council requires only one inspector of Schools who is already in place and within the wage bill.</p> <p>Inspector of Schools, Salary Scale U4 and annual salary of Ug Shs 8,686,416/-.</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> <p>• Primary Teachers: score 2</p>	<p>Makindye Ssabagabo LG Education Department submitted a recruitment plan to the Town Clerk on 02/10/2018 to fill positions of 22 primary teachers for FY 2019/20.</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> <p>• School Inspectors: score 2</p>	<p>There was no need for recruitment for an Inspector of schools as the wage bill had no provision for additional staff. The Municipality had position for only 1 inspector of schools.</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"> • 100% school inspectors: score 3 	<p>There was evidence that the Education Department appraised the inspector of schools (Nsangi Pauline) on 13th/07/2018.</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"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>There was evidence that all the 10 Head teachers of the sampled schools were appraised.</p> <p>Those who were appraised included:</p> <p>The Head teachers of; Bunamwaya C/S P/S(Nalukwago Scovia) was appraised on 21st/12/2018, Kigo Lunnya P/S (Nakato Rose) was appraised on 4th/02/2019, Masajja UMEA P/S (Matovu Masimbi Majid) was appraised on 11th/01/2019, Mutungo Kitiko P/S (Paul Komex Nabia) was appraised on 7th/01/2019 , Kibiri C/U P/S (Lubega Edward) was appraised on 14th/01/2019, St. Pius Masajja P/S (Namubiru Harriet) was appraised on 18th/12/2018, Namasuba UMEA P/S (Sserunkuma Bashir) was appraised on 10th/12/2018, Ndejje C/S P/S (Nampeera Mary) was appraised on 14th/12/2018 , Nyanama Muslim P/S Tumusiime (Nakawooza Zaitun) was appraised on 14th/12/2018 and Sseguku P/S (Mugambwa Edith) was appraised on 7th/01/2019.</p>	3
6	<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>Makindye Ssabagabo Municipal Education Department communicated all guidelines, policies, circulars that were issued by the national level in the previous FY to schools as follows:</p> <p>a) Ref EPD/192/335/01 of 03/05/2018; Ref: The Education and Sports Sector Strategic Plan (RSP) 2017-18-2019-2020, from PS/MoES;</p> <p>b) Re: Planning, Budgeting and Implementation Guidelines for Local Governments for the Education Sector and</p> <p>c) MoES Circular on 15/08/2018 communicated in the head teachers beginning of term III meeting on 15/11/2018 at Ridar Hotel Seeta; 65 people attended.</p>	1

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

Maximum 3 for this performance measure

• 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

Makindye Ssabagabo Municipal Education Department held meetings with primary school head teachers and among others explained and sensitized them on the guidelines, policies, circulars issued by the national level, including on school feeding.

Communication was during head teachers' meetings as follows:

a) On 14/05/2019 under Minute 5/Educ/2019 in communication from the Municipal Education Officer, Item 5 on adherence to the Schools Calendar and no teaching on Saturdays and holidays;

b) Minute 004/Educ/2019 the Municipal Inspector of Schools notified members on the feeding policy with government emphasis that all schools both private and government should provide food for pupils and parents should be mobilized for that purpose;

c) The inspector further told the head teachers to provide more school facilities including: hand washing facilities, toilet stances, and classrooms to improve on the working environment;

d) Ministry's directive of closing all illegal and unlicensed schools;

e) Head teachers were not allocating adequate time to Senior Women and Male teachers to practice their roles and

f) SMCs not respected in private schools.

The LG Education Department has effectively inspected all registered primary schools

Maximum 12 for this performance measure

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

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

All private and public primary schools in Makindye Ssabagabo Municipality were inspected at least once per term and reports produced as follows:

a) Inspection report for Term III 2018 was dispatched to the Town Clerk on 02/01/2019 and 142 schools were inspected: 16 government primary schools, 104 private primary schools, 2 government aided secondary schools and 20 private secondary schools;

b) Report for Term I of 31/05/2019 received by Town Clerk on 30/05/2019 a total of 124 schools were inspected 16 government schools, 88 private schools, 2 government aided Secondary Schools and 18 private secondary schools and

c) Inspection report for Term II 2019 submitted on 22/10/2019 and received by the Town Clerk on 24/10/2019.

Number of Schools inspected were 127 with 16 government aided, 92 private schools and 19 private secondary schools inspected.

Considering that each government aided as well as licensed and registered primary school were to be inspected at least once every term; this was done for a 127/142 schools in the municipality, which gave a percentage representation of 89% for the FY.

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

Maximum 10 for this performance measure

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

Makindye Ssabagabo Municipality Education Department discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY.

In the Inspector's report of 04/06/2019 under Min 3/Educ/2019 the following issues were raised:

a) Inadequate preparations by teachers and lack of follow up on pupils. Municipal Education Officer promised a training of teachers to be organised in the second week of the term to rectify the situation;

b) Staffing gaps: the Municipal Education Officer was to request the head of HR for more staff in as much as there were wage limitations;

c) Schools were requested to adhere to the basic minimum standards;

d) Emphasis was needed on constituting SMCs in private schools to have functional SMCs in all the schools and

e) There was need to improve on classroom environments in schools.

All these discussions were emanating from inspection reports.

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

Maximum 10 for this performance measure

- Evidence that the 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

Makindye Ssabagabo LG Education Department submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES)

- a) Report for Term III 2018 was submitted on 03/01/2019 by Nsangi Pauline the Inspector of Schools to Karugabe Edith.
- b) Inspection report for Term I 2019 was submitted to DES on 31/05/2019 and delivered by Nsangi Pauline. It was received by Kirenda Winnie on the same date and
- c) Inspection report for Term II 2019 was delivered to DES by the Inspector of Schools on 22/10/2019 and was received by Kirenda Winnie.

All the acknowledgement certificates were received and filed at the office of the Municipal Education Office.

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

Maximum 10 for this performance measure

- Evidence that the inspection recommendations are followed- up: score 4.

There was evidence to prove that in Makindye Ssabagabo the inspection recommendations were followed-up. Inspection recommendations were communicated to staff in inspection report review meetings e.g. meeting of 13/07/2018 and 04/06/2019. Some of the issues raised for action were:

- a) Alerting owners of private schools following the Ministry's directive of closing illegal and unlicensed schools, decided to close non-compliant schools. This followed the presentation of the inspection report and the inspector's discussion in the department staff meeting;
- b) The inspector's pronouncement that head teachers were not allocating adequate time to Senior Women and Male teachers to practice their roles, they agreed to alert the schools and their head teachers through their SMCs to allocate time within the school's daily programs for the Senior Male and Female teachers to avail their own time for discussing maturation and menstrual hygiene with girls and PWDs at least three times per week and
- c) Regarding the issue of non-respect for SMCs in private schools, the Municipal Education Office made it obligatory for all private schools to submit names for their school's SMCs membership by the end of the year for approval to work the following year. After that they were obliged to submit reports to the office of the Municipal Education Officer whenever the meetings were conducted. The Municipal Education Officer stressed that this was a policy requirement.

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>Makindye Ssabagabo the LG submitted accurate/consistent data regarding the list of schools.</p> <p>The Municipal list of 16 schools was consistent with both EMIS reports and PBS/OBT.</p>
<p>Maximum 10 for this performance measure</p>		

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>Makindye Ssabagabo Municipal LG submitted accurate/consistent data on enrolment for all the schools of 10,763 was consistent with EMIS report and PBS/OBT.</p> <p>However there were some data variations in specific schools regarding data at school and the information on the excel sheet as indicated here below:</p> <p>Kigo UMEA P. S. PBS was 639 information at school was 620 pupils.</p> <p>St Kizito Kibiri P. S. PBS figure was 670 pupils when the school figure was 450 pupils.</p> <p>Ndejje C/S P. S. the PBS has 975 pupils while the school figure was 732 pupils.</p> <p>Considering the enrollment the Municipality submitted and that on the excel sheet, their enrollment was accurate and in conformity with PBS but the variations in schools renders their data inconsistent.</p>
<p>Maximum 10 for this performance measure</p>		

Governance, oversight, transparency and accountability

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 Social Services Committee of Council responsible for Education, Health, and Community Based Services met and discussed service delivery issues as follows:

1. On 22nd August 2019 in the Municipal Council Hall under Minute No. 4: Discussion of 4th Quarter Evaluation Report FY 2018/2019 and 1st Quarter Work Plan FY 2019/2020;

2. On 08th May 2019 in the Municipal Council Hall under Minute No. MSMC/SOC/05/05/19: Presentation and Discussion of Budget Estimates FY 2019/2020;

3. On 19th February 2019 in the Municipal Council Hall under Minute No. MSMC/SOC/05/02/19: Discussion and Approval of the 4th Quarter Work Plan and 3rd Quarter Evaluation Report and 2nd Quarter Monitoring Report;

4. On 13th December 2018 in the Municipal Council Hall under Minute No. MSMC/SOC/05/12/18: Presentation and Discussion of 2nd Quarter Report and 3rd Quarter Work Plan;

5. On 25th October 2018 in the Municipal Council Hall under:

a) Minute No. MSMC/SOC/05/10/18: Presentation of 1st Quarter Performance Report and 2nd Quarter Work Plan, and

b) MSMC/SOC/06/10/18: Presentation and Discussion of Monitoring and Inspection Reports for 1st Quarter;

6. On 16th August 2018 in the Municipal Council Hall under Minute No. MSMC/SOC/05/08/18: Presentation of the 4th Quarter Evaluation Report and 1st Quarter Work Plan as follows:

a) Item 05/1 – Education Department,

b) Item 05/2 – 1st Quarter Work Plan for Education Department,

c) Item 05/3 – Changes in the Education Sector Development Grant,

d) Item 05/7 – Health Sector Development Grant,

e) Item 05/8 – Presentation of the 4th Quarter Evaluation Report for the Health Department.

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

There was evidence that the Social Services Committee of Council responsible for Education, Health and Community Based Services presented issues that required Makindye Ssabagabbo Municipal Council's approval in FY 2018/2019 during the following Council sessions:

1. On 29th August 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/06/08/19: Presentation of Committee Recommendations – Social Services Committee;

2. On 20th June 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/02/06/19: Discussion and Approval of the

Municipal Draft Physical Development Plan (2019 – 2040);

3. On 29th May 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under:

a) Minute No. MSMC/COU/02/05/19: Annual State of the Municipality Address;

b) Minute No. MSMC/COU/05/05/19: Presentation of Committee Recommendations. Item 1 – Social Services Committee, and

c) Minute No. MSMC/COU/06/05/19: Fiscal Year 2019/2020 Budget Approval.

4. On 21st March 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/04/03/19: Laying of the Budget Estimates FY 2019/2020;

5. On 28th February 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/06/02/19: Presentation of Committee Recommendations – Social Services Committee;

6. On 20th December 2018 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/06/12/18: Presentation of Committee Recommendations – Reports from the Social Services Committee;

7. On 31st October 2018 in the Municipal Council Hall at the Municipal Council Headquarters, under:

a) Minute No. MSMC/COU/07/10/18: Presentation of Sectoral Committee Reports – Social Services Committee, and

b) Minute No. MSMC/COU/07/10/18: Presentation of Municipal Draft Site Plan;

8. On 23rd August 2018 in the Municipal Council Hall at the Municipal Council Headquarters, under:

a) Minute No. MSMC/COU/08/08/18: Presentation of Committee Reports. Item 08/1 – Social Services Committee;

b) Minute No. MSMC/COU/09/08/18: Presentation and Review of Budget Guidelines for Education and Health;

c) Minute No. MSMC/COU/11/08/18: Supplementary Budget for FY 2018/2019 and Reallocation of funds within the Finance Department Budget. Item 11/2 – Education Department; Item 11/3 – Health Department; Item 11/4 – Mild May funds.

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 (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>Makindye Ssabagabo had functional SMCs in the sampled primary schools. They were well established and approved. They held meetings, discussed budget and resource issues regularly; and submitted reports to the Municipal Education Officer.</p> <p>This was evidenced in the sampled files and the schools visited.</p> <p>a) Kigo Lunnya P. S,</p> <p>SMC meetings were held on: 26/03/2019; 14/05/2019 and 11/06 2019.</p> <p>b) Kigo Prisons P. S.</p> <p>SMC meetings were held on: 23/09/2018; 06/06/2019 and 27/06/2019.</p> <p>c) St Andrew Ndejje P. S.</p> <p>SMC meetings took place on: 23/09/2018; 02/04/2019 and 24/05/2019;</p> <p>All schools had SMCs and all had conducted the obligatory meetings of a meeting per term.</p>	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>Makindye Ssabagabo the LG publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards</p> <p>The non-wage information was clearly posted on the department's notice board at the Municipal Education offices.</p> <p>In the schools that were visited the information was posted in head teacher's offices.</p> <p>a) Ndejje C.S. P.S. UPE public display was:</p> <p>Term III 2018 Ug Shs 2,575,374/- on 22.01.2019 (this was a late payment);</p> <p>Term I 2019 Ug Shs 2,575,374/- on 24/01/2019;</p> <p>Term II 2019 Ug Shs 2,575,374/- on 27/05/2019;</p> <p>b) Kigo Lunnya P. S.</p> <p>Term III 2018 Ug Shs 2,164,791/- on 28/08/2018;</p> <p>Term I 2019 Ug Shs 2.164.792/- on 22/01/2019;</p> <p>Ter II 2019 Ug Shs 2,164,791/- on 08/05/2019.</p> <p>c) Kibiri Catholic P. S.</p> <p>Term III 29018 Ug Shs 1,733,106/-;</p> <p>Term I 2019 Ug Shs 1,738,108/-;</p> <p>Term II 2019 Ug Shs 1,738,108/-.</p>	3

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

Makindye Ssabagabo Education sector submitted procurement requests to PDU that covered all investment items in the approved Sector Annual Work Plan and Budget on 12/03/2019 which was on time before April 30:

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>Makindye-Ssabagabo Municipal Local Government Education department maintains a separate file for payments for Education and all payments were timely certified and recommended as per copy of contracts as per the following sampled contracts;</p> <ul style="list-style-type: none"> Contract No Makindye-Ssabagabo780/Wrks/18-19/00015: Construction of a 2 classroom block with 10,000 litre tank at Busabala Primary School by Lint consult and engineering Ltd. The payment with an amount of UGX26,732,541 was initiated on 23/4/2019 , certified and recommended on 23/4/2019 and payment was made on 19/6/2019 as seen on voucher No. 24163906. This payment was made in 27 days after approval Contract No MakSsab799/Wrks/18-19/0004: Construction of a 5 stance lined pit latrine at st. Kizito Primary School, Kibiri by Ever Investments Ltd. The payment with an amount of UGX20,539,000 was initiated on 17/4/2019, certified and recommended on 17/4/2019 and payment was made on 22/5/2019 as seen on voucher No. 24163906. This payment was made in 6 days after approval Contract No MSMC780/Wrks/2018-19/00014: Construction of a 2 classroom block with 10,000 litre tank at Bunamwaya Primary School by moom star Technical Services Ltd. The payment with an amount of UGX68,479,000 was initiated on 5/6/2019 , certified and recommended on 7/6/2019 and payment was made on 20/6/2019 as seen on voucher No. 24247030. This payment was made in 14 days after approval Contract No MSMC780/Wrks/2018-19/00006: Construction of a 2 classroom block at masajja Umea Primary School by wagwa general contractors Ltd. The payment with an amount of UGX1,653,460 was initiated on 4/1/2019 , certified and recommended on 7/1/2019 and payment was made on 21/1/2019 as seen on voucher No. 21325580. This payment was made in 15 days after approval 	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>There was evidence of timely submission of quarterly reports from the Education Department as follows: 4th Quarter Report was submitted on Tuesday 12th July 2019, 3rd Quarter Report on Friday 12th April 2019; 2nd Quarter Report on Thursday 17th January 2019 while the 1st Quarter Report was submitted on Friday 12th October 2018.</p>	4

LG Education has acted on Internal Audit recommendation (if any)

Maximum 4 for this performance measure

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

o If sector has no audit query

score 4

o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2

o If all queries are not responded-

ed to score 0

There were eight (8) audit queries in Education sector which included: there being lack of minimum Education standards, poor bookkeeping and financial management, redress committees not available, non - accountability of funds, payment for no work done, issues of safety of teachers, no education development plan and irregular procurements.

There were no management responses for all quarters except what was narrated in the internal audit reports

There was also no specific Education sector report that has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year 2018/2019 for Quarters 1 and 4 and there were no Internal audit minutes to establish more audit issues. Hence not all audit queries were responded to.

Social and environmental safeguards

LG Education Department has disseminated and promoted adherence to gender guidelines

Maximum 5 points for this performance measure

- 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

Makindye Ssabagabo that the LG Education department in consultation with the gender focal person disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc. as follows:

a). In the Municipality department staff do attend head teachers meetings whenever they have information to pass on to the schools. In the minutes of 15/11/2018 Min 8/2018, The Community Development Officer requested education Department staff to respect gender mainstreaming in schools' activities e.g. when dealing with matters of HIV among young people, nutrition, environment and sanitation etc.;

b). Advised them on separation of latrines for boys and girls;

c). Provision of a bucket and water and a jug for girls to help serve in girls' menstrual periods and

d). Respect for pupil/teacher ratio of 1:40.

LG Education Department has disseminated and promoted adherence to gender guidelines

Maximum 5 points for this performance measure

- 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

Makindye Ssabagabo that LG Education department in collaboration with gender department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools as follows:

- In the meeting of 13/07/2018 under Min 02/Educ 2018 communication form MEO item No. 5 that there was need to improve on sanitation in schools, preparation of schemes of work and lesson plans;
- Min/05/2018 Communication form Inspector of schools, informed head teachers of an oncoming Water, Sanitation, Hygiene (WASH) week of activities and schools were urged to participate and
- The CDO in the head teacher's beginning of term II meeting of 15/11/2018 presented the following for schools to note:
 - Provision of hand washing facilities near latrines for pupils to clean their hands after using the latrine;
 - Hand washing with soap after using the latrines and washing hands before lunch should be encouraged and
 - Regular meetings by Senior male and female teachers with pupils should be encouraged. Schools to endeavour to provide facilities for PWDs.

LG Education Department has disseminated and promoted adherence to gender guidelines

Maximum 5 points for this performance measure

- Evidence that the School Management Committee meets the guideline on gender composition: score 1

Makindye Ssabagabo Municipality presented evidence for the adherence of School Management Committees to guidelines on gender composition. This was noted in the sampled school files at the Municipal Education Offices and the schools visited as follows:

- St Gyaviira Lweza P. S. SMC gender representation is 3 female and 9 male members;
- Namasuba UMEA P.S. the gender representation is 4 females and 8 male members;
- Mutungo Kitiko P. S. gender representation was 4 females and 8 male members and
- St Andrew Ndejje P. S. gender representation was 6 females and 6 male members.

18	<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>There was evidence in schools that Makindye Ssabagabo Municipal Education Department in collaboration with Environment Department issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education as follows:</p> <p>In these schools there was evidence of school gardens and tree planting: Kigo Lunnya P. S. Kibiri Catholic Primary School</p> <p>The Municipal Council Education Department had a motto of 'Make the school compound green and productive' which clearly expressed school's environment concerns.</p>	1
18	<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>There was no documented evidence that the environmental assessment was done. Though, on 27/08/2018 the Municipal Council Environment Officer visited Kibiri Catholic P. S. and signed the visitor's book on an Environmental Impact Assessment visit.</p>	0
18	<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 1 	<p>There was no evidence of checks to confirm compliance to mitigation plans.</p>	0

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management				
1	<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>There was evidence that Makindye Ssabagabo Municipality filled the structure for primary health care workers with a wage bill provision from PHC wage of UGX 514,762,000 for the current FY 2019/20. The approved primary health care structure including the Municipality Health Office comprised of 89 primary health workers. The average number of positions filled as of June 2019 was 54 or 60.6% with the following breakdown: District Health Office 1/5; Health Centre IV 28/48; HC2 19/36. The Municipality internally mobilizes an additional UGX 144,221,772 from the Secondary Education sector surplus to meet the PHC wage bill.</p>	4
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 Town Clerk on the 9th of September 2019 under Reference CRD: MSMX/202/2 wrote to the Permanent Secretary in the Ministry of Finance Planning and Economic Development, requesting approval to re-allocate funds amounting to 144,221,772 from the Secondary Education sector to address the wage bill deficit in public health. This amount is what is needed to cover the wage bill for staff in position at 60.6%.</p>	6

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

Maximum 8 points for this performance measure

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

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

There was evidence that all the 5 (100%) Health facility In-charges were appraised in FY 2018/2019 as follows;

1. Healthy Facility In-charges for Ndejje Health Centre H/CIV (Kisuze Geoffrey) was appraised on 15th/07/2019;
2. The Healthy facility In-charge for Bunamwaya Health Centre H/CII (Naluwunge Viola) was appraised on 13th/08/2019;
3. The Healthy facility In-charge for Seguku HCII (Tebesigwa Sarah) was appraised on 13th/08/2019;
4. The Healthy facility In-charge for Mutundwe HCII (Nalugwa Prossy) was appraised on 13th/08/2018; and
5. The Healthy facility In-charge for Mutungo HCII (Nazziwa Rebecca) was appraised on 01st/08/2019.

Source of information: personnel files and a full list of Healthy facility In-charges in Makindye Sabagabo MC.

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

Maximum 4 points for this performance measure

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

There was evidence that Makindye Ssabagabo Municipality Health department deployed health workers across health facilities and in line with the lists submitted with the budget for the current FY.

The health department has five government owned health facilities that receive the PHC grant. These five health facilities were included in the sample include: 1) Ndejje Health Centre IV; 2) Mutungo HC II; 3) Sseguku Health Centre II; 4) Bunamwaya HC II; 5) Mutundwe HC II. Overall, all the five health facilities had the same staff cadres as indicated on the staff lists submitted with the budget when assessed during the field assessments.

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"> 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 	<p>There was evidence that the Municipality Health Office (MHO) had communicated prioritized guidelines, policies and circulars issued by the national level in the previous FY 2018/19 to the health facilities.</p> <p>The MHO coopts the Health Sub-District (HSD) staff based at Ndejje HC IV as part of its technical supervision structure. The MHO has a system in place where all guidelines that are received from the Ministry of Health are immediately disseminated to the health facilities. The MoH prioritized guideline 'SECTOR GRANT AND BUDGET GUIDELINES TO LOCAL GOVERNMENTS, FY 2019/2020' was available at the HSD office in both electronic and hard copy formats. The guidelines had been electronically disseminated by the HSD in charge on the 12/07/2019.</p> <p>However, with the exception of Ndejje HC IV & Bunamwaya HC II, none of the other staff found at health facilities during the assessment demonstrated awareness of the electronically disseminated guidelines. The health facilities where these guidelines were not seen include: 1) Mutundwe HC II; 2) Mutungo HC II; 3) Sseguku HC II. This implies a weakness in the quality of communication and this gap was communicated at the exit meeting.</p>	3
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"> 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 	<p>There was evidence that the Municipal Health Office (MHO) had communicated and explained guidelines during the Municipal Health Team (MHT) third quarter meeting under Minute MHT/Q1/ Min 4. During this meeting, the explanation was on the guidelines for the change in PCV and IPV vials.</p>	3
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>There was evidence that the MHT had visited Ndejje HC IV only during two quarters thus: Q3 – 22/02/19; Q4 – 15/03/19. The supervision log at Ndejje had additional visits as follows:</p> <p>Q1:- 1 visit; Q2 – no visit; Q3 – 6 visits; Q4 – 5 visits. Since there was no visit during the 2nd visit the score is zero.</p> <p>The supervision findings for Ndejje were discussed at the during the MHT meeting MHT Q1/Min 5. During this meeting, the challenge of waste segregation was discussed. During the assessment, it was confirmed that the recommendation had been complied with.</p>	0

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

Maximum 6 points for this performance measure

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

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

At the MHO office, there was evidence that the MHT ensured that HSD supervised lower level health facilities within the previous Financial Year. Support supervision reports document visits to all the five health facilities: 1) Ndejje Health Centre IV 2) Mutungo HC II 3) Sseguku Health Centre II 4) Bunamwaya HC II 5) Mutundwe HC II during the following times:

Q1: 10-12 October 2018

Q2: January 2019

Q3: 19-21 September 2019

Q4: 20-23 June 2019

The health facility supervision logs showed that the sampled facilities were visited as follows:

1) Mutungo HCII: Q1 – 2 visits; Q2 – 1 visit; Q3 – 4 visits; Q4 – 4 visits.

2) Sseguku HCII: Q1 – 1 visits; Q2 – 3 visits; Q3 – 2 visits; Q4 – 2 visits.

3) Bunamwaya HCII: Q1 – 2 visits; Q2 - 1 visit; Q3 – 2 visits; Q4 – 1 visit1.

4) Mutundwe HCII: Q1 – 1 visit; Q2 – 1 visit.

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

Maximum 10 points for this performance measure

- 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

There was evidence that the supervision findings are discussed during the Health Sub-District (HSD) Health Management Team meetings. There were three specific times documenting when these supervision findings were discussed as follows:

1. Supervision findings for Q2 (January 2019) were discussed on 25/02/19;

2. Supervision findings for Q3 (19-21 September 2018) were discussed on 24/10/18;

3. Supervision findings for Q4 (20-23 June 2019) were discussed on 12/07/2019.

The supervision findings for Ndejje HC IV were discussed at the during the MHT meeting under MHT Q1/Min 5. During this meeting, the challenge of waste segregation was discussed. During the assessment, it was confirmed that the recommendation had been complied with.

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

Maximum 10 points for this performance measure

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

There was evidence that the supervision findings were summarised as action points. The specific times documenting when these supervision findings were as follows:

1. Supervision findings for Q2 (January 2019) were discussed on 25/02/19;
2. Supervision findings for Q3 (19-21 September 2018) were discussed on 24/10/18;
3. Supervision findings for Q4 (20-23 June 2019) were discussed on 12/07/2019;.

The supervision findings for Ndejje HC IV were discussed at the during the MHT meeting MHT Q1/Min 5. During this meeting, the challenge of waste segregation was discussed. During the assessment, it was confirmed that the recommendation had been complied with.

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

Maximum 10 for this performance measure

- 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

There was evidence that Makindye Ssabagabo Municipality submitted accurate / consistent data for the health facilities that received PHC funding and these facilities were consistent with the 5 that are reporting into the DHIS2 (HMIS). The DHIS2 summary report(106 a) for 2018/19 was extracted for 4/5 of the sampled health facilities and showed that 3 out of 4 facilities had a timely submission rate of 100%.

The list of facilities includes:

- 1) Ndejje Health Centre IV – 100%;
- 2) Mutungo HC II – 100%;
- 3) Sseguku Health Centre II – 75%;
- 4) Mutundwe HC II – 100%.

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

Maximum 4 for this performance measure

- 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

There was evidence that the Social Services Committee of Council responsible for Education, Health, and Community Based Services met and discussed service delivery issues as follows:

1. On 22nd August 2019 in the Municipal Council Hall under Minute No. 4: Discussion of 4th Quarter Evaluation Report FY 2018/2019 and 1st Quarter Work Plan FY 2019/2020;
2. On 08th May 2019 in the Municipal Council Hall under Minute No. MSMC/SOC/05/05/19: Presentation and Discussion of Budget Estimates FY 2019/2020;
3. On 19th February 2019 in the Municipal Council Hall under Minute No. MSMC/SOC/05/02/19: Discussion and Approval of the 4th Quarter Work Plan and 3rd Quarter Evaluation Report and 2nd Quarter Monitoring Report;
4. On 13th December 2018 in the Municipal Council Hall under Minute No. MSMC/SOC/05/12/18: Presentation and Discussion of 2nd Quarter Report and 3rd Quarter Work Plan;
5. On 25th October 2018 in the Municipal Council Hall under:
 - a) Minute No. MSMC/SOC/05/10/18: Presentation of 1st Quarter Performance Report and 2nd Quarter Work Plan, and
 - b) MSMC/SOC/06/10/18: Presentation and Discussion of Monitoring and Inspection Reports for 1st Quarter;
6. On 16th August 2018 in the Municipal Council Hall under Minute No. MSMC/SOC/05/08/18: Presentation of the 4th Quarter Evaluation Report and 1st Quarter Work Plan as follows:
 - a) Item 05/1 – Education Department,
 - b) Item 05/2 – 1st Quarter Work Plan for Education Department,
 - c) Item 05/3 – Changes in the Education Sector Development Grant,
 - d) Item 05/7 – Health Sector Development Grant,
 - e) Item 05/8 – Presentation of the 4th Quarter Evaluation Report for the Health Department.

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

Maximum 4 for this

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

There was evidence that the Social Services Committee of Council responsible for Health, Education and Community Based Services presented issues that required Makindye Ssabagabbo Municipal Council's approval in FY 2018/2019 during the following Council sessions:

1. On 29th August 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/06/08/19: Presentation of Committee Recommendations – Social Services Committee;

performance measure

2. On 20th June 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/02/06/19: Discussion and Approval of the Municipal Draft Physical Development Plan (2019 – 2040);

3. On 29th May 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under:

a) Minute No. MSMC/COU/02/05/19: Annual State of the Municipality Address;

b) Minute No. MSMC/COU/05/05/19: Presentation of Committee Recommendations. Item 1 – Social Services Committee, and

c) Minute No. MSMC/COU/06/05/19: Fiscal Year 2019/2020 Budget Approval.

4. On 21st March 2019 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/04/03/19: Laying of the Budget Estimates FY 2019/2020;

5. On 28th February 2019 in the Municipal Council Boardroom at the Municipal Council Headquarters, under Minute No. MSMC/COU/06/02/19: Presentation of Committee Recommendations – Social Services Committee;

6. On 20th December 2018 in the Municipal Council Hall at the Municipal Council Headquarters, under Minute No. MSMC/COU/06/12/18: Presentation of Committee Recommendations – Reports from the Social Services Committee;

7. On 31st October 2018 in the Municipal Council Hall at the Municipal Council Headquarters, under:

a) Minute No. MSMC/COU/07/10/18: Presentation of Sectoral Committee Reports – Social Services Committee, and

b) Minute No. MSMC/COU/07/10/18: Presentation of Municipal Draft Site Plan;

8. On 23rd August 2018 in the Municipal Council Hall at the Municipal Council Headquarters, under:

a) Minute No. MSMC/COU/08/08/18: Presentation of Committee Reports. Item 08/1 – Social Services Committee;

b) Minute No. MSMC/COU/09/08/18: Presentation and Review of Budget Guidelines for Education and Health;

c) Minute No. MSMC/COU/11/08/18: Supplementary Budget for FY 2018/2019 and Reallocation of funds within the Finance Department Budget. Item 11/2 – Education Department; Item 11/3 – Health Department; Item 11/4 – Mild May funds.

The Health Unit Management Committees and Hospital Board are operational/functioning	Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):	There was evidence at each of the 5 health facilities in the sample that the HUMC were functional. Records at the five facilities documenting HUMC meetings as follows:
Maximum 6 points	<ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>1) Ndejje HC IV: 5/11 members are female; Q1 – 26/09/18; Q2 – 03/01/2019; Q3 – 21/03/19; Q4 – 18/06/2019. Resources had been discussed during Q3 & Q4.</p> <p>2) Mutungu HC II: 3/4 members are female; Q2 – 29/12/18; Q4 – 07/06/2019.</p> <p>3) Sseguku HC2: 2/4 members are female; Q1 – 11/09/18; Q2 – 14/12/2018; Q3 – 22/03/2019; Q4 – 28/05/2019.</p> <p>4) Bunamwaya HC 2: 3/5 members are female; Q1 – 26/09/18; Q2 – 28/12/18; Q3 – 29/03/2019; Q4 – 29/05/2019. Resources and finances had been discussed during all the quarterly meetings – Q1 (Min 4), Q2 (Min 5), Q3 (Min 4), and Q4 (Min 4)</p> <p>5) Mutundwe HC2: 2/4 members are female; Q1 – 27/09/2018; Q2 – 08/01/19; Q3 – 29/03/19; Q4 – 28/06/2019. Resources and finances had been discussed during Q2 (Min 5), Q3 (Min 4), Q4 (Min 6).</p>

The LG has publicised all health facilities receiving PHC non-wage recurrent grants	Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards:	The Municipal Health Office and all the health facilities in the sample display releases with a break-down of allocation and/or accountability for each of the PHC allocations. The sampled facilities that were assessed included the following:
Maximum 4 for this performance measure	score 4	<p>1) Ndejje HC IV;</p> <p>2) Mutungu HC II;</p> <p>3) Sseguku HC II;</p> <p>4) Bunamwaya HC II;</p> <p>5) Mutundwe HCII.</p>

Procurement and contract management

12	<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>There was evidence that Makindye Ssabagabo Municipality health department submitted a procurement plan to PDU that covered all investment items in the approved sector annual work plan and budget on the 9th June 2019 (Ref CR: MSMC 202/9) which, was after the expected date of April 30th 2019.</p>	0
12	<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>There was evidence that the DHO submitted the procurement request form PP1 to the PDU by 1st quarter of the current FY. This was submitted on 30th September 2019. The investment included 9 items worth UGX 150 million included mainly the upgrading of infrastructure at the health facilities.</p>	2
13	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>Makindye-Ssabagabo Municipal Local Government Health department maintains a separate file for payments for Education and all payments were timely certified and recommended as per copy of contracts as per the following sampled contracts:</p> <ul style="list-style-type: none"> Contract No MSMC780/Wrks/18-19/00017: Extension of maternity ward at Ndejje HC IV by Cross - Land construction Co. the payment was initiated on 10/6/2019, certified and recommended on 18/6/2019 and this payment with an amount of UGX9,400,000 was made on 19/6/2019 as seen on voucher No. 24164017. This payment was made in 8 days after approval. Contract No MSMC780/Wrks/18-19/00017: Renovation of Laboratory at Ndejje HC IV by Cross - Land construction Co. the payment was initiated on 10/6/2019, certified and recommended on 18/6/2019 and this payment with an amount of UGX12,550,598 was made on 19/6/2019 as seen on voucher No. 24164017. This payment was made in 8 days after approval. 	4

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"> 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 	<p>There was evidence of timely submission of quarterly reports from the Health Department as follows: 4th Quarter Report was submitted on Friday 12th July 2019, 3rd Quarter Report on Thursday 11th April 2019; 2nd Quarter Report on Monday 14th January 2019 while the 1st Quarter Report was submitted on Friday 12th October 2018.</p>	4
15	<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> If sector has no audit query: Score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points If all queries are not responded to Score 0 	<p>There were three (3) audit queries in Health sector which included: issues on safety of workers, accessibility of patients, and issue of licencing of health workers. There were no management responses for all quarters except what was narrated in the internal audit reports</p> <p>There was also no specific Health sector report that has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year 2018/2019 for Quarters 1,2 and 4 and there were no Internal audit minutes to establish more audit issues. Hence not all audit queries were responded to.</p>	0

Social and environmental safeguards

16	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>There was evidence that all HUMC met the gender composition for a minimum of 30% of women. The composition by health facility assessed was as follows:</p> <ol style="list-style-type: none"> 1) Ndejje HC IV: 5/11 members are female; 2) Mutungo HC II: 3/4 members are female; 3) Sseguku HC2: 2/4 members are female; 4) Bunamwaya HC 2: 3/5 members are female; 5) Mutundwe HC2: 2/4 members are female; 	2
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16	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>There was no evidence at the office of the MHO to have distributed comprehensive sanitation guidelines to health facility in charges. None of the five health facilities that were visited during the assessment had copies of the sanitation guidelines either on the notice board or on file in the office of the in charge. These facilities included:</p> <ol style="list-style-type: none"> 1) Ndejje HC IV; 2) Sseguku HC II; 3) Mutungo HCII; 4) Bunamwaya HC II; 5) Mutundwe HCII. 	0
17	<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>Works for the previous FY had been subjected to an environmental screening. The request for the screening is dated 11/03/19 ref 554/1. These works included renovation at Ndejje HC IV.</p>	2
17	<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>A summary report was provided showing the recommended actions to ensure compliance with the mitigation plans.</p>	2

The LG Health department has issued guidelines on medical waste management	<ul style="list-style-type: none">• Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal2: score 4.	Medical Waste Guidelines were observed at points where rubbish is generated at only 2/5 of the sampled health facilities and these included: 1) Ndejje HC 4; 2) Bunamwaya HC 2.
Maximum 4 points		

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution				
1	<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the district Water department has targeted sub- counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 If 80-99%: Score 7 If 60-79: Score 4 If below 60 %: Score 0 	N/A	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"> 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"> If 100 % of the water projects are implemented in the targeted S/Cs: <p>Score 15</p> <ul style="list-style-type: none"> If 80-99%: Score 10 If 60-79: Score 5 If below 60 %: Score 0 	N/A	0
Monitoring and Supervision				
3	<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> If more than 95% of the WSS facilities monitored: score 15 80% - 95% of the WSS facilities - monitored: score 10 70 - 79%: score 7 60% - 69% monitored: score 5 50% - 59%: score 3 Less than 50% of WSS facilities monitored: score 0 	N/A	0

4	<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 	N/A	0
4	<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	N/A	0
Procurement and contract management				
5	<p>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</p> <p>Maximum 4 for this performance measure</p>	<p>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</p>	N/A	0
6	<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If 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 	N/A	0
6	<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	N/A	0

6	The district has appointed Contract Manager and has effectively managed the WSS contracts	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	N/A	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"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	N/A	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"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	N/A	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"> 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 	N/A	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"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	N/A	0
	Maximum 5 for this performance measure			

Governance, oversight, transparency and accountability

10	<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	N/A	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"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	N/A	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"> 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. 	N/A	0
11	<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	N/A	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"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	N/A	0

12	Participation of communities in WSS programmes	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	N/A	0
	Maximum 3 points for this performance measure			

12	Participation of communities in WSS programmes	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&E plan for the previous FY: score 2 	N/A	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"> 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 	N/A	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"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	N/A	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"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	N/A	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"> 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 	N/A	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"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	N/A	0