



Local Government Performance Assessment

Wakiso District

(Vote Code: 555)

Assessment	Scores
Accountability Requirements	83%
Crosscutting Performance Measures	78%
Educational Performance Measures	50%
Health Performance Measures	71%
Water Performance Measures	73%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<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"> o If LG submitted before or by due date, then state 'compliant' o 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. 	<p>Wakiso district Local Government submitted an annual performance contract of the forthcoming year on 29th July 2018.</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o 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. 	<p>Wakiso LG submitted the procurement plan on 29th July 2018 to MoFPED.</p>	Yes
Reporting: submission of annual and quarterly budget performance reports			

<p>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>	<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 	<p>Wakiso district local government submitted annual performance reports on 29th July 2018</p>	<p>Yes</p>
<p>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>	<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>Wakiso District Local Government submitted quarterly report on:</p> <ol style="list-style-type: none"> 1. Quarter-4 August 10, 2018, 2. Quarter -3 April 27, 2018, 3. Quarter-2 February 19, 2018 and 4. Quarter-1 January 2018. <p>Hence submitted later than 1st August 2018</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>Wakiso District 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 5th April 2018</p> <p>The required date for submission for this year 2017/2018 being April 30 2018 then Wakiso District Local Government is Compliant</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Wakiso District Local Government had an unqualified audit opinion as per Auditor General's Report for FY 2017/2018.</p>	<p>Yes</p>

555 Wakiso District Crosscutting Performance Measures 2018

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<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>Wakiso LG has a functional Physical planning committee Appointed on under Ref: CRD2/202 that considers new investment time and submitted all 4 sets of minutes to MoLHUD on 3rd September 2018</p>	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>Wakiso LG submitted all 4 sets of minutes to MoLHUD on 3rd September 2018 of the Physical Planning Committee</p>	1

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>All infrastructure are consistent with the District Physical Development Plan 2018-2040; Ref: Adm/45/02; presented on 18th June 2018 to National Physical Planning Board</p>	<p>1</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>No Action Area plan prepared for previous Financial year 2017/2018</p>	<p>0</p>

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>The investment activities in the AWP for current FY 2018/2019 are based on the Budget conference of 7th/August /2017</p> <p>These include:</p> <p>Health</p> <ol style="list-style-type: none"> 1. Renovation of Health Centre at Nakawuka, Kiziba, Kyegeza, Lubbe, Kibujjo 2. Acquisition of Land titles for selected health facilities 3. Construction of Operating theatre at Kajjansi HCIV 4. Construction of 2 staff quarters at Nakawuka HCIII and Kajjansi HCIV <p>Education</p> <ol style="list-style-type: none"> 1. Construction of classroom in selected primary school in Katooso RGC, Wattuba UMEA, Kitayita chance, St. Kizito Nakitokolo, Kojja Chance & Katikamu light & Grammer 2. Construction of teachers houses in selected primary school-at Nkonya, Kyengeza UMEA, Sokolo c/u, Kasimbiri & St. Joseph Nabbingo Primary School <p>Roads:</p> <ol style="list-style-type: none"> 1. Upgrade to Bituminous surface Namasuba-Ndejje-Kitiko and Ndejje-Kibiri-3km 2. Upgrade to Bituminous surface Bunamwaya-Mutundwe-Kisigula-4.5km 	
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that 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. 	<p>Wakiso LG Capital investments in AWP for current FY 2018/2019 were derived from the 5-development plan report approved on 31st March 2015 under minute 254/DLC4/2015. these include</p> <p>Education</p> <ol style="list-style-type: none"> 1. Construction of classroom in selected primary school in Katooso RGC, Wattuba UMEA, Kitayita chance, St. Kizito Nakitokolo, Kojja Chance & Katikamu light & Grammer 2. Construction of teachers houses in selected primary school-at Nkonya, Kyengeza UMEA, Sokolo c/u, Kasimbiri & St. Joseph Nabbingo Primary School <p>Roads:</p> <ol style="list-style-type: none"> 1. Upgrade to Bituminous surface Namasuba-Ndejje-Kitiko and Ndejje-Kibiri-3km 2. Upgrade to Bituminous surface Bunamwaya-Mutundwe-Kisigula-4.5km 	
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG planning on 27th march 2018 under minute 05/DTPC/03/2018. These include</p> <p>Health</p> <ol style="list-style-type: none"> 1. Renovation of Health Centre at Nakawuka, Kiziba, Kyegeza, Lubbe, Kibujjo 2. Acquisition of Land titles for selected health facilities 3. Construction of Operating theatre at Kajansi HCIV 4. Construction of 2 staff quarters at Nakawuka HCIII and Kajansi HCIV <p>Education</p> <ol style="list-style-type: none"> 1. Construction of classroom in selected primary school in Katooso RGC, Wattuba UMEA, Kitayita chance, St. Kizito Nakitokolo, Kojja Chance & Katikamu light & Grammer 2. Construction of teachers houses in selected primary school-at Nkonya, Kyengeza UMEA, Sokolo c/u, Kasimbiri & St. Joseph Nabbingo Primary School 	<p>2</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making-maximum score 1. 	<p>Wakiso LG Annual Statistical abstract, with gender disaggregated data has neither compiled no presented to the TPC to support allocation and decision-making</p>	<p>0</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>The Implemented projects were derived from the annual work plan of the previous financial year 2017/2018 and Budget approved by LG Council On 28th may 2017 under Minute 056/WAK/DLC5/2017</p> <ol style="list-style-type: none"> 1. preparation of local physical development plans. 2. Construction of an administration block at Katabi town council. 3. Construction of school facilities in Nabukalu and Bbembe primary school 4. preparation of local physical development plans 5. Construction of two classroom blocks at Katuso Primary school, Katikamu light and grammer Primary school 2) Construction of teachers houses with 2-stances pit latrine in Kyengera Moslem primary School 	2
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <ul style="list-style-type: none"> o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>There was evidence that all (100%) the sampled investment projects implemented in 2017/2018 were completed as per the work plan. These include:</p> <ol style="list-style-type: none"> 1. Construction Renovation to Headquarter buildings, fencing budgeted at UGX 28,364,000 and only spent UGX 6,640,000 2. preparation of local physical development plans at UGX 115,000,000 within workplan 3. Construction of an administration block at Katabi town council at UGX1,283,748,302 4. Construction of school facilities in Nabukalu and Bbembe primary school. 	4

<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 all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>The investment projects in previous FY completed include:</p> <ol style="list-style-type: none"> 1. Construction of an administration block at Katabi town council at UGX1,283,748,302 within budget 2. preparation of local physical development plans at UGX 115,000,000 within approved Budget 	<p>2</p>
<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>Wakiso LG budgeted for O&M Administration renovation to the headquarter building, fencing at UGx-28,364,000 and spent 6,640,000 that's 23% below the budget for infrastructure</p>	<p>0</p>
<p>Human Resource Management</p>			

<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>Wakiso District LG filled the following heads of department positions substantively for FY 2017/2018 as per the structure;</p> <ol style="list-style-type: none"> 1. District Education Officer CR /D/11750 was appointed on 29th April 2011; 2. The Natural resource officer- CRD 11226 was appointed on 1st October 2008; 3. Community Development Officer CR/D/12/12197 was appointed on 11th July 2016; 4. Principal Commercial Officer CR/D/12283 was appointed on 29th December 2017; 5. District Planner CR/D/12057 was appointed on 04/05/2015. 6. District Engineer CR/D/11897 was appointed on 29th May 2018; 7. District Health Officer CR/D/11896 was appointed on 1st November 2017; 8. Principal Internal Auditor CR/D/10104 was appointed on 4/05/3015; 9. Chief Financial Officer CR/D/10954 was appointed on 12/03/2015; 10. Principal Procurement officer CR/D/12283 was appointed on 29/12/2017; 11. Principal Human Resource Officer CR/D/12171 was appointed on 2/10/2017. <p>Note; According to the new structure for Wakiso District both PHRO and Principal Procurement Officer are HoDs.</p> <p>However, the District Production and Marketing Officer was not substantive at the time of this assessment.</p>	<p>0</p>
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<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>Wakiso LG appraised all the HoDs as per the guidelines issued by MoPs during the previous FY namely;</p> <ol style="list-style-type: none"> 1. District Education Officer CR /D/11750 2. The Natural resource officer- CRD 11226 3. Community Development Officer CR/D/12/12197 4. Principal Procurement Officer CR/D/11494 5. Principal Commercial Officer CR/D/12283 6. Chief Finance Officer CR/D/10954 7. District Health Officer CR/D/11896 8. District Production and Marketing Officer CR/D/10093 9. Principal Internal Auditor CR/D/10104 10. District Engineer 11. Principal Human Resource Officer CR/D/12171 12. District Planner CR/D/12057 	<p>2</p>
<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>All the staff submitted on 22nd November 2017 by CAO to DSC for recruitment during financial year 2017/ 2018 were considered by the District service Commission on 24/11/17 under Min CR/ D/ 21415.</p>	<p>2</p>

<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 All the staff submitted on 6th July 2017 and 24th November 2017 by CAO to DSC were considered under minute No. 82/2015, Min No. 256/2018 and DSC Minute No.247/2018.</p> <p>Some of the confirmed staff include the following;</p> <ol style="list-style-type: none"> 1. Education officer CR/D /23861 2. .Assistant record officer CR/D/12231, 3. Medical officer CR/D/12203, 4. Law enforcement Officers CR/D/122210. 5. Assistant Engineer CR/D/12223. 6. Askari CR/D/11453 7. Lab technicians CR/D/12140. 8. Education Assistant CRD/23837 9. Veterinary officers CR/D/12182 10. Drivers DSC,Min,139/2017[1] 11. Education Assistant CR/D/23896. 12. Education Assistant Grade II CR/D/23894. 	<p>1</p>
<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 was evidence to show that all disciplinary actions were considered.</p> <p>For example;</p> <p>The Senior Assistant secretary, CR/D/10646 his interdiction was lifted and deployed at district headquarters Min, no, 59/2018.</p> <p>The Education officer, CR/D/20187, was submitted for dismissal on charges of abandonment of duty re-instated into service with a truth that he was sick Min No, 58/2018, and posted to Buwasa Primary School</p> <p>Education officer Grade II, CRD, 23407 submitted for dismissal on charge of abandonment, hence re-instated.</p>	<p>1</p>

<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>Staff recruited in the FY 2017/2018 under Ref ; CR;115/2/2 accessed the payroll as verified by their IPPS for each officer as below;</p> <p>IPPS 1017784 Education Assistants (15) were recruited on 24th November 2017 and accessed payroll on 22nd January 2018</p> <p>IPPS 1017248 Health assistants (10) were recruited on 6th July 2017 and accessed payroll on 28th September 2017</p> <p>IPPS 1017245 Planners (2) were recruited on 27th July 2017 and accessed payroll on 3rd October 2017</p> <p>IPPS 1017807 Works (4) were recruited on 20th December 2017 and accessed payroll on 5th January 2018</p>	<p>3</p>
<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>Wakiso LG had seven retired staff and there was no evidence that they accessed payroll within two months after retirement.</p>	<p>0</p>
<p>Revenue Mobilization</p>			

<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>Wakiso District Local Government increased OSR from UGX 1,573,225,941 as at 30/6/2017 for FY 2016/17 to UGX 1,737,028,052 as at 30/6/2018 as per Draft Final Accounts for FY 2017/18 vote 555.</p> <p>The Increase in OSR was UGX 163,802,111 and OSR for FY 2016/2017 was UGX 1,573,225,941 therefore The OSR increased by of 10.41%.</p>	<p>4</p>
<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>The Local Revenue Budgeted for FY 2017/2018 was UGX 2,638,956,350 (As per original budget for FY 2017/2018 Vote 555).</p> <p>The Local Revenue collected during FY 2017/2018 was UGX 1,737,028,052 as seen from the Draft Final Accounts for FY 2017/2018.</p> <p>Workings:UGX 1,737,028,052 / UGX 2,638,956,350 x 100= 65.82%.</p> <p>Therefore budget realization/ratio was: 100% - 65.82%= 34.18%.</p> <p>The budget realization shortfall was 34.18% of what had been planned in the original budget for FY 2017/2018 and This was as a result of creation of Town councils.</p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Local Revenue collections subjected to sharing with LLGs was UGX 611,561,405 which was the Local Service Tax as at 30/06/2018 as per the Draft Final Accounts FY 2017/2018.</p> <p>There was evidence that Wakiso District LG remitted UGX 69,923,760 to LLGs therefore remittances of UGX69,923,760 divided by Local Revenue collections of UGX 611,561,405 results in 11.43% transfers to LLGS contrary to the required 65%.</p>	<p>0</p>

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>Total expenditure on Council allowances and emoluments during FY 2017/2018 was UGX 282,717,234 excluding General staff salaries in relation to OSR of UGX 349,141,169 and OSR for FY 2016/17 was UGX 1,573,225,941. Therefore $UGX\ 282,717,234 / UGX\ 1,573,225,941$ gives 12%, which is not higher than 20% of the OSR collected in the previous FY 2016/2017.</p>	<p>2</p>
<p>Procurement and contract management</p>			
<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>Wakiso LG had Senior Procurement Officer dully appointed on 14th /Nov/2017 and Procurement Officer appointed on 14th /Nov/2017.</p>	<p>2</p>

<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 TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>There was evidence that the TEC produced and submitted reports to the contract committee as per the following files sampled projects:</p> <ol style="list-style-type: none"> 1. WAKI555/WKS/2017-2018/00096 Project: Supply and installation of box culverts under upgrading program of Nansana Wamala, Katoke, Jinja Karoli road 9.5km Submitted on 14th –Nov-2017 to the contract committee; 2. WAKI555/SUPLS/2017-2018/00012 Project: Supply and delivery of 4 pickups Submitted on 15th August 2017 to the contract committee; 3. WAKI555/SRVCS/2017-2018/00029 Project: Consulting service for the preparation of local physical development plans. Submitted on 15h August 2017 to the contract committee; 4. WAKI555/WKS/2017-2018/00007 Project: Phased Construction of an administration block at Katabi town council. Submitted on 15th –August 2017 and 5. WAKI555/SRVCS/2017-2018/00023 Project: Repair and maintenance of Ford Ranger 2700R & JMC pick up double cabin LG0011-109 for administration Submitted on 24th August 2017 to the contract committee. 	<p>1</p>
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<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 Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>There was evidence that the contract committee considered the recommendations of the TEC as per the following sampled files:</p> <p>a) WAKI555/WKS/2017-2018/00096. Supply and installation of box culverts under the upgrading program of Nansana Wamala ,Katoke, Jinja karoli road 9,5km The TEC recommended Broadway Engineering Services Ltd as the best evaluated bidder to supply and install box culverts at the evaluated price of UGX130,457,807 as at 14h November 2017 and the contract committee sat on 15th December 2017 MIN06/DCC/2017-18 and approved Broadway Engineering Services as best evaluated and awarded contract at UGX130,475,807;</p> <p>b) WAKI555/SUPLS/2017-2018/00012. Supply and deliver of 4 pickups. The TEC recommended MAC East Africa Ltd as the best evaluated bidder on 15th August 2017 at UGX 549,582,000 and the contract committee also held meeting on 29th September/2017 Min04/DCC/2017-2018and approved MAC East African Ltd as the best evaluated at UGX 549,582,000;</p> <p>c) WAKI555/SRVCS/2017-2018/00029. Consulting services for the preparation of local physical development plan. The TEC recommended International project consultant Ltd as at 15/8/2017 as the best evaluated bidder at the evaluated price of UGX115,000,000 and the contract committee on 30th /10/2017 Min05/DCC/2017-2018 approved International project consultant Ltd as the best evaluated bidder at UGX 115,000,000;</p> <p>d) WAKI/WRKS/2017-2018/00007. Phased construction of administration block at Katabi town council. The TEC recommended P & D Traders and Consultants Ltd as at 5th August 2017 as the best evaluated bidder at UGX1,283,748,302 and the contract committee on 30th October 2017 Min05/DEC/2018 approved the same firm at the UGX1,283,748,302 and</p> <p>e) WAKI555/SRVCS/2017-2018/00023. For repair and maintenance of Ford Range 2700R and JMC pick up double cabin LG0011-109. The TEC recommended on 24th /08/2017 Impex Auto Garage as the best evaluated bidder at UGX 9,078,153 and on 29th /9/2017 the contract committee approved the same firm Min04/DCC/2017-2018 as the best evaluated bidder at UGX 9,087,153.</p>	<p>1</p>
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<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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 <p>the previous FY: score 2</p>	<p>There was evidence that the Procurement and Disposal Plan for current FY covered all infrastructural projects as per the samples drawn from Wakiso Local Government Work plan and cross-checked in procurement Plan included:</p> <ol style="list-style-type: none"> 1) Construction of two classroom blocks at Katuso Primary school, Katikamu light and grammar Primary school, 2) Construction of teachers houses with 2-stances pit latrine in Kyengeru Moslem primary School; 3) Construction of VIP 2-stances Pit latrine in Bussi Primary school and 4) Construction of administration block in Kyegeru town council. <p>There is evidence that the Wakiso LG made procurements in the previous financial year by adhering to the procurement plan as seen from the following sampled files:</p> <ol style="list-style-type: none"> 1. WAKI555/WKS/2017-2018/00096 Project: Supply and installation of box culverts under upgrading program of Nansana Wamala, Katoke, Jinja Karoli road 9.5km. This is Item 291 in the 2017/2018 Procurement Plan; 2. WAKI555/SUPLS/2017-2018/00012 Project: Supply and delivery of 4 pickups. This is seen in item no 297, 23 and 90 in the 2017/2018 procurement plan; 3. WAKI555/SRVCS/2017-2018/00029 Project: Consulting service for the preparation of local physical development plans. This is seen in Item 278 in the 2017/2018 procurement plan and 4. WAKI555/SRVCS/2017-2018/00023 Project: Repair and maintenance of Ford Ranger 2700R & JMC pick up double cabine LG0011-109 for administration. This is seen in Item 68 and 195 in 2017/2018 procurement plan
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<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>There was evidence that Wakiso LG prepared bid documents for all investments/infrastructure by August 30th as Wakiso LG had 6 bid documents to prepare and prepared 5. This represents 83%.</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>There was evidence that Wakiso LG updated its contract register and completed procurement activity file for all procurement as seen is a hand drawn blue counter book.</p>	<p>2</p>

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	<p>There was evidence that Wakiso Local government adhered to Procurement Thresholds as per the following sampled files:</p> <p>Open Bidding:</p> <p>a) WAKI555/WKS/2017-2018/00096. Supply and installation of box culverts under the upgrading program of Nansana Wamala ,Katoke, Jinja karoli road 9,5km The contract sum was UGX130,475,807 and it was advertised on 28th /11/2017 in Monitor News paper;</p> <p>b) WAKI555/SUPLS/2017-2018/00012. Supply and deliver of 4 pickups. The contract sum was UGX549,582,000 and it was advertised on 22nd /08/2017 in the Monitor News Paper;</p> <p>c) WAKI555/SRVCS/2017-2018/00029. Consulting services for the preparation of local physical development plan. The contract sum was UGX 115,000,000 and it was advertised in the Monitor News Paper on 22/08/2017 and</p> <p>d) WAKI/WRKS/2017-2018/00007. Phased construction of administration block at Katabi town council. The TEC recommended P & D Traders and Consultants Ltd. The contract sum was UGX1,283,748,302 it was advertised in the Monitor News Paper on 22/08/2017.</p> <p>Selective bidding.</p> <p>e) WAKI555/SRVCS/2017-2018/00023. For repair and maintenance of Ford Range 2700R and JMC pick up double cabin LG0011-109. The contract sum was UGX9,087,153 and request for quotation (RFQ) was issued on 31st /08/2017.</p>	
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<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 <p>for all projects based on technical supervision: score 2</p>	<p>There was evidence that all works projects implemented in the previous FY by Wakiso LG were appropriated certified as follows:</p> <ol style="list-style-type: none"> WAKI555/WRKS/01/12/2016. Design and building of Seguku-Kasenge –Budo road. Interim payment certificate number 4 and completion certificate no 3 signed on 15/09/201; WAKI555/WRKS/17-18/00009 Construction of school facilities in Nabukalu and Bbembe primary school. Certificate no 6 signed on 23/05/2018; WAKI555/WRKS/17-18/00003. The certificate number 2 signed on 28th /8/2017 and WAKI555/WKS/2016-2017/00002. Certificate number 5 signed on 29th /11/2017. 	<p>2</p>
<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>There was evidence that all works project for the current FY for Wakiso LG are clearly labelled indicating names of project, contractor, source of funding, contract value and expected duration.</p>	<p>2</p>
<p>Financial management</p>			
<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>Wakiso District LG was a complete file for bank reconciliation statements prepared for for FY 2017/2018 and also for the Months of July and August 2018 hence bank reconciliations are up to-date at the time of the assessment as per the assessment guidelines.</p>	<p>4</p>

<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<p>Wakiso DLG has overdue bills of UGX 363,742,033 as per the Final Accounts of FY2017/2018 and were outstanding for over two (2) months evidenced by sampled Contract No Wak555/Wrks/16-17/0000146 Construction of Teachers houses where payment was requested on 28/5/2018 and payment was made on 29/8/2018.</p>	<p>0</p>
<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>Wakiso District Local Government has a substantive Principal Internal Auditor seen from the personal file No: CRD/0104 Ref No. CRD10104 and posting instructions dated January 12, 2016.</p>	<p>1</p>
<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>Wakiso District Local Government produced quarterly internal audit reports for FY 2017/18 submitted them as follows;Quarter 1 on 30/10/2017, Quarter 2 on 25/2/2018, Quarter 3 on 17/4/2018 and Quarter 4 on 16/8/2018.</p>	<p>2</p>

<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 no report on information provided to the Council and LG PAC on the status of implementation of internal audit findings for financial year 2017/1.</p> <p>Wakiso District Local Government had no PAC for the whole FY 2017/2018 ever Since the previous one expired in may 2017 and no LG PAC has been constituted to date.</p>	<p>0</p>
<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 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>	<p>Internal audit reports for FY 2017/18 were submitted to LG Accounting Officer , BUT LG PAC has not deliberated audit issues and internal audit findings for financial year 2017/18 and thus LG PAC has not reviewed FY 2017 with no follow up</p>	<p>0</p>
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<p>• 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>	<p>Wakiso District Local Government maintains an up- dated assets register covering details on buildings, vehicle and all other assets as per the format in the Local Government accounting manual.</p>	<p>4</p>

<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>Wakiso District Local Government had an unqualified audit opinion as per Auditor General's Report for FY 2017/2018.</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			
<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>Wakiso LG council met and discussed service delivery issues</p> <ol style="list-style-type: none"> 1. On 27th July 2018 under minute 68/WAK/DLC5/2017 discussed committee reports in education, health sports and sanitation 2. On 24th may 2018 under minute 056/WAK/DLC5/2018 discussed district LGPAC reports for 2016/2017 	<p>2</p>
<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 feed-back (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>Wakiso LG designated Communications Officer appointed on ref CRD11560- Ms Nakalembe Prossy as the person</p>	<p>1</p>

<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>Wakiso LG has no system for recording, investigating and responding to grievances which is displayed at LG offices and made publically available</p>	<p>0</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>The LG payroll and Pensioners schedule were pinned up on Wakiso LG Main Noticeboard at Block B and at Education Block notice board</p>	<p>2</p>
<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>The procurement plan and awarded contracts published on the notice board at Wakiso District procurement notice</p>	<p>1</p>
<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>The Performance results and implication are pinned up on the Education notice board</p>	<p>1</p>

<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>Wakiso LG had no Evidence of HLG communicated and explained guidelines, circulars and policies by national level to LLGs during the FY 2017/2018</p>	<p>0</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feedback on status of activity implementation: score 1. 	<p>Wakiso LG through the Communications officer organised quarterly Baraza throughout the district</p> <ol style="list-style-type: none"> Kyengera Town council Baraza as evidenced in Baraza report dated 14th September 2018 ref: KYTC; informed general public of implemented projects in 2017/2018 Kakiri Town council Baraza report for FY 2017/2018 dated 13th September 2018 Namayumba subcounty baraza report held on 27th August 2017 Mumyuka subcounty held on 30th August 2017 at bulaga market parking grounds 	<p>1</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>There was evidence that Wakiso LG gender person and CDO provided guidance and support to the sector departments in mainstreaming gender, vulnerability and inclusion as seen in their plans and budget of 2017/2018 They planned activities of UGX12,355,000 and implemented activities that costed them UGX11,355,000 as per the budget performance report.</p>	<p>2</p>

<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 implemented: score 2. 	<p>There was evidence that Wakiso LG gender focal point and CDO planned for minimum of two activities in the current FY 2018/2019. to strengthen women roles and address vulnerability. For examples;</p> <ol style="list-style-type: none"> 1. Training of sector heads on gender issues and development of reporting template to be used while responding to gender related issues. <p>Wakiso LG had a budget of UGX12,355,000 and spent UGX11,355,000 in the financial year 2017/2018. This represents 91% implementation.</p>	2
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>There was evidence that Wakiso LG carried out environmental screening activities , projects and plans and planned and budgeted for mitigation measures. This was seen in the projects below;</p> <ol style="list-style-type: none"> 1. VIP latrine and classroom block at Lugo primary school, classroom block at Bussi primary school, Classroom block at Nasse Moslem Primary school and 2. Lutaba Chance primary school –VIP and classroom block, 5-stances pit latrine at Gayaza boys. 	1
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>There was evidence that the Wakiso LG integrated environmental and social management plans in the bid documents as seen in the following;</p> <ol style="list-style-type: none"> 1. Construction of VIP latrine at Lugo primary school, 2. Construction of classroom block at Lugo primary school, 3. Construction of classroom block at Nasse Moslem primary school; 4. Construction of Lutaba Chance school VIP and class room block and 5. Construction of 5-stances latrine. 	1

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>There was evidence that Wakiso LG implemented projects where they have proof of ownership. Examples are;</p> <p>1. Agreement between Wakiso LG DWD 67011 – Water source and Ntambi Robert signed on 8th May 2017; Wakiso LG and Samuel Kibukwe signed on 3rd /6/2017.</p>	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>There was no evidence that all completed projects had environmental and social mitigation certification form completed and signed by Environmental Officer and CDO.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was no evidence that Wakiso LG certificated contract payment included prior environment and social clearance.</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>There was evidence in the monthly reports that included completed checklists, deviations observed with pictures and corrective actions taken in the report prepared on 11th May 2018.</p>	<p>1</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<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 	<p>The LG has budgeted for a Head Teacher and minimum of 7 teachers per school for the current FY with a wage bill provision of 12,080,162,000 Uganda shillings only for 1721 teachers as approved on 29/05/2018 Min/127/WAK/DLC5/2018.</p>	4
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<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 	<p>As on 17/08/2018, the LG had 168 schools with 168 head teachers deployed, with 1643 (95%) teachers out of the ceiling of 1721 . However ,8 schools had less than 7 teachers.</p> <p>These schools were: Kojja chance school 6 teachers,Bussi Gombe P/S 5 teachers,Lutaba chance school 6 teachersKatiiti Baptist P/S 6 teachers,St kizito Lubbe 6 teachers,Katuuso RC 4 teachers,Bukondo chance 5 teachers and Kitayita chance 5 teachers.</p>	0
<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> If 100%: score 6 If 80 - 99%: score 3 If below 80%: score 0 	<p>Wakiso LG had filled 16743 (95%) out of the approved structure of 1721 teachers.</p>	3

<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>All the four Inspectors of Schools in the approved staff structure were substantively appointed as per the following minute numbers:</p> <ol style="list-style-type: none"> Kasule Thomson, NO: DSC /310/2018; Wamala B.Eliphaz, NO: DSC /283/2018; Mwanja William George, NO: DSC /277/2018 and Nakabugo Janat Ssali DSC/115/2017. 	<p>6</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> Primary Teachers: score 2 	<p>A recruitment plan with 82 positions of Primary Teachers was received by the HRM on 17/08/2018.</p>	<p>2</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> School Inspectors: score 2 	<p>There was no recruitment plan submitted for the School Inspectors since all had been filled.</p>	<p>2</p>
<p>Monitoring and Inspection</p>			

<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 <p>3</p>	<p>Wakiso LG has four Inspectors of Schools however only 3 were appraised as below.</p> <ol style="list-style-type: none"> 1. Kasule Thomas CRD/21750 was appraised on 9th July 2018 2. Nakabungo Janat Ssali CRD/23015 was appraised on 6th August 2018 3. Wamala Eliphaz ,11227 was appraised on 9th July 2018 4. Mwanja Wiliam George CRD/23015 was not appraised 	<p>0</p>
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<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>Ten [10] Head teachers were sampled against their schools, CRD numbers, the appointment dates. There was evidence that they were appraised as follows;</p> <p>Ttaba Primary School Mr. Ssewanyana Aloysius CRD 21478, was appraised on 19/12/2017.</p> <p>Bussi Modern Primary School , Mr. Kiggundu Muhammed CRD,22990 was appraised on 14/12/2017.</p> <p>Bakka Primary School Ms. Nantumbwe Josephine CRD, 22528 was appraised on 21/12/2017.</p> <p>St Dennis Kigero Mr.Mpiima Nyumiriza Freddie CRD 22224 was appraised on 08/12/2017.</p> <p>St, Savio Junior school Kisubi Mr. Aizire Casio CRD, 20715 was appraised on 05/12/2017.</p> <p>Gobero Primary School Mr. Kabanda Daniel CRD 22105 was appraised on 12/02/2017.</p> <p>Kasengejje C/U Primary School , Mr. Nsangi Ronald CRD 20300 was appraised on 21/02/2018.</p> <p>Nkumba Quaran Primary School , Ms. Nantume Hadijah CRD 20314 , appraised on 11/12/2017.</p> <p>St Kizito Buzimba Primary School, Mr. Mubiru CRD 22866, appraised on 21/12/2017.</p>	<p>2</p>
<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>All guidelines, policies, circulars issued by the national level in the FY 2017/2018 like National primary school MDD festival 2018, school calendar/timing ,school feeding, stop malaria, Dressing code were communicated to schools. For example on 14/12/2017 there was general meeting with head teachers and communication was given regarding school calendar, school charges and acts of violence to learners, about MDD, under MIN/06/12/2017</p>	<p>1</p>

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>On 14/12/2017 there was general meeting with head teachers and communication was given regarding school calendar, school charges and acts of violence to learners, about MDD, under MIN/06/12/2017 were guidelines, policies were disseminated to the headteachers.</p>	<p>2</p>
<p>The LG Education Department has effectively inspected all registered primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>The district has a total of 486 licenced and registered schools where 168 are government aided while 318 are private schools Term 3 (2017) Govt 152/168: Private 70/318</p> <p>Term 1 (2018) Govt 156/168 : Private 117/318</p> <p>Term 2(2018) Govt 146/168 : Private 111/318</p> <p>Average performance of inspection 51%</p>	<p>1</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>There was no documentary evidence to show that the school inspection reports were discussed and recommendations made.</p>	<p>0</p>

<p>LG Education department has discussed the results/ reports of school inspec- tions, used them to make recommendations for corrective actions and fol- lowed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>The LG Education department submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports on 20/09/2018 DES acknowledged receipt.</p>	<p>2</p>
<p>LG Education department has discussed the results/ reports of school inspec- tions, used them to make recommendations for corrective actions and fol- lowed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>From the sampled primary schools including Kavumba Church of Uganda, Gombe Kayunga primary school, and kisimbiri Church of Uganda, There was no evidence to show that the inspection recommendations were even made and followed.</p>	<p>0</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>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>List of schools in the district is 168 which consistent with both EMIS reports and PBS.</p>	<p>5</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>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>Enrollment data for all schools is not consistent with EMIS(73,385) report and PBS (70,128).</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>Wakiso LG council committee on education met and discussed service delivery issues in Social Service Standing committee where education sector is discussed</p> <ul style="list-style-type: none"> • On 29th August 2017 under minute 43/HESS/2017 Discussed and presented education and health sector monitoring report • On 19th December 2017 under minute 056/HESS/2017 Discussed and approval of progress reports of Second Quarter activities for FY 2017/2018 • On 19th December 2017 under minute 057/HESS/2017 discussed and approved Third Quarter workplan for FY 2017/2018 	<p>2</p>
<p>The LG committee responsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>Wakiso LG education sector committee presented issues to council as required for approval on</p> <ul style="list-style-type: none"> • 28th September 2017 under minute 084/WAK/DLC5/2017 presented sectoral committee reports to council for approval • On 24th may 2018 under minute 124/WAK/DLC% 2018 presented and discussed and approved education sector Annual workplan and Budget estimates for FY 2018/2019 	<p>2</p>

<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>A total of 168 Schools, a sample of 5 schools was taken to establish the functionality of SMCs these include:</p> <ol style="list-style-type: none"> 1. Light & Grammer Katikamu- SMC appointed on 5th March 2018 under minute 063/HESS/2018 and evidence of SMC meetings on 5th March 2018 under minute 7: discussed proposed budget for term 3 2. Nankonge Primary School appointed on 5th March 2018 under minute 063/HESS/2018 and meeting held on 21st June 2017; meeting held on 22nd June 2017 under minute 4/PTA/2017 meeting held on 15th June 2017 under minute 3/SMC/2017 discussed school budgets and UPE resource allocations 3. Bakka Primary school - SMC appointed on 5th March 2018 under minute 063/HESS/2018 and held meeting on 23rd June 2017 and 6th April under minute 05/04/2017 elected executive members of SMCs 4. Namayumba C/U Primary school -appointed on 5th March 2018 under minute 063/HESS/2018. SMC meeting held on 17th April 2017 under minute 04/17 04/2017 discussed headteachers report 5. St. Kizito Nakitokolo Primary school- Appointed on 5th March 2018 under minute 063/HESS/2018. here there was no evidence of meetings from the SMC <p>Hence Wakiso LG had all established SMCs appointed and established, however there was no Minutes of SMC for St. Kizito Nakitokolo Primary school to establish functionality, that's 80% of the total sampled schools</p>	
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<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<p>A list of schools receiving non wage recurrent grants for the first quarter of the FY 2018/209 was posted on the departmental notice board on 11/9/2018. Some of the sampled schools included;</p> <p>1) Kisimbiri church of Uganda with an enrollment of 1351 pupils receiving 4,075,481.shillings</p> <p>2) Buloba church of Uganda with an enrollment of 911 pupils receiving 2,894,718 shillings.</p> <p>3) Nkumba primary school with an enrollment of 980 pupils receiving 3,079,883 shillings.</p>	<p>3</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit 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 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 	<p>There was evidence that the education department submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on 20/3/2018. This was within the deadline of 30 April.</p>	<p>4</p>
<p>Financial management and reporting</p>			

<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>Wakiso District Local Government Education department timely certified and recommended payments requests as per copy of contracts as per the following sampled contacts;</p> <ul style="list-style-type: none"> Contract No Wak555/Wrks/17-18/00009 Construction of staff houses in Nabukalu CoU by Nile Establishments (U) Ltd where payment was requested on 17/5/2018 and paid on 13/6/2018. Contract No Wak555/Wrks/16-17/0000146 Construction of Teachers houses where payment was requested on 28/5/2018 and paid on 29/8/2018. 	<p>3</p>
<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>Wakiso LG Submitted all Quarterly Report on 7th August 2018 to planner for consolidation</p>	<p>0</p>

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year 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 to score 0 	<p>Wakiso District Local Government Education department did not respond to 2 queries in Quarter 1 and 2 queries in Quarter 3 as seen from DEO'S sector responses Dated 20/7/2018 for Quarters 1,2 and 3.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>LG Education department in consultation with the gender focal failed to avail evidence for the disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills.</p>	<p>0</p>

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	<p>There was no evidence on file to show that the LG Education department in collaboration with gender department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools.</p>	<p>0</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>All the 5 sampled schools met the guidelines on gender composition i.e a third of SMC members must be female</p> <ol style="list-style-type: none"> 1. Mpumudde P/s had 5 females out of 12 members; 2. Kyebando Umea had 4 females out of 12 members; 3. Kisimbiri C/U had 6 females out of 12 members; 4. Buloba C/U had 5 females out of 12 members and 5. Nkumba Primary had 6 females out of 12 members. 	<p>1</p>
<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 is evidence that the LG Education department in collaboration with Environment department issued guidelines on environmental management in the letter issued on 4/10/2017 ref no:305/1 to all headteachers in the district.</p>	<p>1</p>

<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 is evidence that the following sampled infrastructure projects were screened by environmental officer using a checklist for screening projects in the budget guidelines and where risks are identified, the forms include mitigation actions before approval for construction;</p> <ol style="list-style-type: none"> Administration and classroom block at Najja muslim primary school; Teachers houses at Namugala primary school; Two classroom block at Bukondo Chance school and Five stances pit latrine at Gayaza boys. 	<p>1</p>
<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 checked whether the mitigation plans are complied with: Score 1 	<p>From the sampled school , the was no evidence to show that environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<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>Wakiso District LocalGovernment had substantively recruited 418 positions (78%) out of the 543 approved primary health care workers with a wage bill provision from the Primary Health Care (PHC) wage.</p>	4
<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 Human Resources Management (HRM) department received a recruitment plan from the health department on 8th April 2018. The recruitment plan catered for the 157 vacant positions of primary health care workers.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>All the five [5] sampled in-charges (100%) were appraised in the FYi 2017 /2018 as per the Health facilities shown below;</p> <p>Wakiso HC IV for CR/D/ 11045 was appraised on 19th July 2018</p> <p>Nakawuka HC III for CR/D / 11075 was appraised on 2nd July 2018</p> <p>Kajansi HC IV , CR/D 10307 was appraised on 2nd July 2018</p> <p>Bussi HC III for CR/D / 11335 was appraised on 16th July 2018</p> <p>Nsangi HC III For CR/D/ 10504 was appraised on 18th July 2018</p>	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • 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 	<p>Wakiso District health department did not deploy health workers across health facilities in accordance with the staff lists submitted together with the budget as reflected in the following examples from all the five sampled health facilities:</p> <p>At Wakiso HCIV, a Clinical Officer; Senior Medical Officer; Laboratory Technician; Public Health Dental Officer; Askari; Assistant Health Educator; and an Anaesthetic Officer were on the deployment list but missed on the list submitted with the budget;</p> <p>At Kasanje HCIII, a Senior Clinical Officer, Nursing Officer (Nursing), Enrolled Nurse and an Askari were on the deployment list but not on the list submitted with the budget.</p> <p>At Kasoozo HCII, an Enrolled Midwife and a Nursing Assistant were on the deployment list but not on the list submitted with the budget.</p> <p>At Watuba HCIII, two Enrolled Nurses, a Nursing Officer (Nursing), and a Health Information Assistant were on the deployment list but not on the list submitted with the budget.</p> <p>At Kakiri HCIII, an Askari was on the deployment list but not on the list submitted with the budget.</p>	<p>0</p>

Monitoring and Supervision			
<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>The DHO received all the 3 guidelines including:</p> <ol style="list-style-type: none"> Guidelines for Local Government Planning Process, Health Sector Supplement 2017 Sector Grant and Budget Guidelines to Local Governments FY 2018/19, Policy Strategies for Improving Health Service Delivery 2016-2021. <p>These guidelines were signed for by 29 In-charges from 20th June to 3rd July 2017. The above guidelines were also found in the five sampled health facilities.</p>	<p>3</p>
<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>The DHO held meetings with health facility in-charges on 8th June 2018 and explained provisions of the “Maternal and Prenatal Death Review Guidelines, 2010” under Min 04/06/18.</p> <p>The DHO held a meeting with In-charges of government and PNFPs on 20th June 2018 under Min 03/06/2018 and explained provisions of the following guidelines:</p> <ol style="list-style-type: none"> Guidelines for Local Government Planning Process, Health Sector Supplement 2017 Sector Grant and Budget Guidelines to Local Governments FY 2018/19, Policy Strategies for Improving Health Service Delivery 2016-2021. 	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>The DHT supervised three (60%) out of the four sampled HCIVs and district hospital that received the PHC grant. Wakiso Kasangati and Namayumba HCIVs were supervised in all the quarters as per supervision reports dated; 5th October 2017; 5th January 2018; 26th March 2018; and 12th July 2018.</p> <p>However, Saidina Abubaker Hospital was supervised in quarter 2 while Kisubi Hospital was not supervised in any quarter.</p>	<p>0</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • 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 	<p>The Health Sub District (HSD) supervised all (100%) the five sampled health facilities including; Kakiri HCII, Busawamanze HCIII, Kajjansi HCIV, Nakawuka HCIII and Watubba HCIII. This was reflected in all the quarterly joint HSD/DHT supervision reports dated; 5th October 2017; 5th January 2018; 26th March 2018; and 12th July 2018.</p>	<p>3</p>

The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up

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

The DHT discussed all the four quarterly reports and used them to make recommendations as reflected below:

Quarter 4 report dated 24th June 2018 highlighted non operational Ambulance Namayumba HCIV.

In the DHT meeting held on 12th September 2018, Min 03/2018/DHTMT presented the issue and was discussed and recommendation made assigning the DHO to request MoH for 6 Ambulances. A request for 6 new Ambulances the Permanent Secretary MoH dated 12th September was on file.

Quarter 3 report dated 10th April 2018 highlighted failure of displaying PHC funds for example Banda HCII. The extended DHT meeting held on 11th May 2018 discussed the issue under Min 05/05/18.

Quarter 2 report dated 5th January 2018 raised the issue of failure to display PHC funds at Kyengera HCIII and Kasangati HCIII. The issue was discussed by the DHTM in a meeting held on 5th January 2018, Min 03/ICM/01/2018 and 43/ICM/01/2018.

Quarter 1 report dated 5th October 2017 raised the issue of failure to physical count drugs and use stock cards. In the DHT meeting held on 1st November 2017, Min 03/05/11/17 the issue was discussed and physical count and use of stock cards emphasised. Discussed also under Min 05/11/17.

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>The DHT, under Min 06/MMS/03/2017/2018 of its meeting held on 21st November 2017, followed up on its recommendation that results of the data quality assessment be shared with Medicines Management Supervisors. The recommendation was made under Min 12/MMS/09/17/18 of the DHT meeting held on 28th September 2017.</p> <p>In Min 12/MMS/09/17/18 of the DHT meeting dated 28th September 2017, Mildmay Uganda was tasked to conduct a Training of Trainers for Web Based Ordering of ARVs in October 2017.</p> <p>The DHT, under Min 06/MMS/03/2017/2018 of the meeting held on 21st November 2017, followed up with Mildmay Uganda to give an update on the Training of Trainers on Web Based Ordering of ARVs as per the recommendation under Min 12/MMS/09/17/18 of the DHT meeting held on 28th September 2017.</p>	<p>6</p>
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>Wakiso District health department submitted accurate and consistent data since all the 32 health facilities that received PHC funding as indicated on the PBS list were also on lists in the HMIS reports.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the 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 	<p>Wakiso LG Council committee for Health met;</p> <ul style="list-style-type: none"> On 29th August 2017 under minute 43/HESS/2017 Discussed and presented Health sector monitoring report On 19th December 2017 under minute 056/HESS/2017 Discussed and approval of progress reports of Second Quarter activities for FY 2017/2018 2nd may 2018 under minute 067/HESS/2018 discussed and approved the Entebbe Hospital Management Committee On 19th December 2017 under minute 057/HESS/2017 discussed and approved Third Quarter workplan for FY 2017/2018 	<p>2</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<p>Wakiso LG Council committee members for Health met on:</p> <ul style="list-style-type: none"> 28th September 2017 under minute 084/WAK/DLC5/2017 presented health sectoral committee reports to council for approval On 24th may 2018 under minute 124/WAK/DLC% 2018 presented and discussed and approved Health sector Annual workplan and Budget estimates for FY 2018/2019 	<p>2</p>

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>Out of the five sampled health facilities, only one (20%) had a HUMC that held the four mandatory meetings and discussed budgets and resource allocation. Presented below are highlights of the functionality of the five HUMCs:</p> <p>Bulondo HCIII HUMC discussed budgets and resource allocation issues in all the 4 mandatory quarterly meetings held on; 8th July 2017 (Paragraph 4); 7th October 2017 (Paragraph 5); 10th February 2018 (Paragraph 1); and 16th June 2018 (Paragraph 2 and 4).</p> <p>Namayumba HCIV HUMC discussed budget issues in 2 out of the 4 mandatory quarterly meetings held on; 28th September 2017 (Min 5) and 28th June 2018 (Min 3HUMC28/06/2018). Minutes for quarters 2 and 3 were not available.</p> <p>Kakiri HCIII HUMC held 3 mandatory quarterly meetings and discussed budget issues on the following dates; 28th September 2017 (Min 5); 7th April 2018 (Min 2) and 28th June 2018 (Min 4 and 5). There was no evidence of a meeting for quarter two.</p> <p>Wakiso HCIV HUMC held 3 out of the 4 mandatory quarterly meetings and discussed budgets and resource allocation on the following dates; 18th October 2017 (Min 4 2017/2018); 14th February 2018 (Min 7/14/02/2018) and 29th May 2018 (Min 6/29/05/2018). There was no evidence of a meeting for quarter one.</p>	<p>0</p>
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>The health department had pinned a list with 49 health facilities with PHC non-wage figures for quarter one of 2018 on the DHO's notice board dated 11th August 2018. It had 14 PNFP facilities.</p>	<p>4</p>
<p>Procurement and contract management</p>			

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>The PDU received a procurement plan from the health department on 21st March 2018. It catered for the following; procurement of books, periodicals and news papers; computer consumables and supplies; Telecommunications; assorted stationary and printed; fuel and lubricants; maintenance of motor vehicles and motor cycles; and small office equipment and furniture.</p>	<p>2</p>
<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>The PDU received five forms (form PP1) on the following dates; 9th August 2017 for procurement of stationery; 25th August 2017 for supply of fuel; 25th August 2017 (2 forms) for procurement of computer supplies; and 9th August 2017 for vehicle maintenance.</p>	<p>2</p>
<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>Wakiso District Local Government Health department timely certified and recommended as per copy of contracts as per the following sampled contact; Contract No Wak555/WRKS/16-17/00017 construction of Nasolo H/C maternity ward by Mayanja General services Limited Voucher No. 18382794</p>	<p>4</p>
<p>Financial management and reporting</p>			

<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 	<ul style="list-style-type: none"> The department did not submit as per the required date for the last quarter Annual performance report for the previous Financial year to the planner after mid-July for consolidation Quater-1: Submitted 22/Nov/2017; Quater-2: submitted on 09th /March/2018; Quater-3: submitted on 22nd /May/2018 and Quater-4: Submitted later than mid-july on 24th/August/2018 	0
<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>Wakiso District Local Government Health department did not respond to all Audit queries as seen from DHO'S sector responses Dated 29/3/2018 as responses were given for only Quarters 1 and 2 with no responses for Quarters 3 and 4 for example audit queries such as: stock out of medicines, staffing vacancies, and persistent shortfall in drug deliveries.</p>	0
Social and environmental safeguards			
<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>The HUMCs met the gender composition minimum of 30% women since only one out of the five sampled did not meet this requirement. The female composition of each HUMC is reflected below; 30% (3 females out of 10 members) for Wakiso HCIV HUMC; 29% (2 females out of 7 members) for Kakiri HCIII; and 43% (3 females out of 7 members) for each of the HUMCs of Banda HCII, Bulondo HCIII and Namayumba HCIV.</p>	2

<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>The health department issued guidelines on how to manage sanitation in health facilities to only two of the five sampled health facilities including Kakiri HCIII and Namayumba HCIV.</p> <p>The guidelines included</p> <p>charts on; personal hygiene; hand washing; and the Uganda National Infection Prevention and Control Guidelines 2013 in Kakiri HCIII. Namayumba HCIV had a guide on “Biorisk Management – Biosecurity”.</p> <p>There was no evidence of issuance of sanitation guidelines to Wakiso HCIV, Band HCII and Bulondo HCIII.</p>	<p>0</p>
<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>There were no health facility infrastructure projects that would be screened.</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>The District Environmental Officer and Community Development Officer did not visit ongoing projects to check for implementation of mitigation plans.</p>	<p>0</p>

<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<p>The health department had issued guidelines on medical waste management since they were available in four out of the five sampled facilities. More information on the guidelines found in the facilities are presented below:</p> <p>Namayumba HCIV had a chart on medical waste segregation; a Standard Operating Procedure (SoP) on Biorisk management – Biosecurity; and the Uganda National Infection Prevention and Control Guidelines 2013.</p> <p>Kakiri HCIII and Bulondo HCIII had the Uganda National Infection Prevention and Control Guidelines 2013.</p> <p>Wakiso HCIV had; a Biosafety Manual, Second Edition, October 2017; and the Operational Guidelines for Implementing a District Health Care Waste Management in Wakiso District 2016/2017.</p> <p>Banda HCII did not have any guidelines or policies on medical waste management.</p>	<p>4</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<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"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>Wakiso District has an average safe water coverage that currently stands at 40% as per the District Atlas Report on the Ministry of Water and Environment website, and 42% at the beginning of the financial year 2017/2018 as per the Uganda Water Supply Atlas available at the District Water Office. The district has two sub-counties below this average and these are; Bussi Sub-County at 26% and Wakiso Sub-County at 28%. According to the district water budget for the current FY, 82% of this budget was allocated to these two sub-counties to cover design of a solar powered piped water system in Bussi sub-county, and Construction (Completion) of a solar powered piped water system in Wakiso sub-county.</p> <p>It was noted that Nabweru Division is now under Nansana Municipality, while Nsangi is served by NWSC under Kyengera Town Council. The two are not considered part of the District WSS budget.</p>	7

<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. o If 100 % of the water projects are implemented in the targeted S/Cs: Score 15 o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>In the previous F/Y, the District Water Department planned to implement 2 projects in the sub-counties below the average safe water coverage. These include Construction of a piped water system in Wakiso Sub-County, and rehabilitation of one borehole in Wakiso sub-county. Both projects were implemented.</p>	<p>15</p>
<p>Monitoring and Supervision</p>			
<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>Monitoring plans and reports for 16 out of the 20 projects implemented in the previous F/Y were availed. This represents 80% of the projects implemented in the previous F/Y.</p>	<p>10</p>

<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 List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>Data in the MIS report from the Ministry of Water and Environment for FY17/18 is consistent with the information in the District Annual work plan for last the F/Y. However, the planned design of a piped water system was not done though it is shown as done on MIS.</p>	0
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>The MIS report obtained from the Ministry of Water and Environment reflects that these projects were planned and accomplished;</p> <ul style="list-style-type: none"> - Drilling of 9 deep boreholes. - Rehabilitation of 10 boreholes. - 1 designing of piped water system. - 1 construction of a piped water system. <p>From the PBS it was established that the design of the piped water system was not realized thus an inconsistency between the MIS and the PBS.</p>	0
<p>Procurement and contract management</p>			
<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>	<p>The sector input for the district procurement plan is available on file but was submitted and received by the PDU on May 21, 2018 which is past the deadline.</p>	0

<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 	<p>The district appointed two contract managers in the previous FY and their appointment letters were seen on file. These are Mr. Isaac Galabuzi - for construction of piped water systems, and Mr. Knox Magoba Bamwine - for drilling and rehabilitation of deep boreholes. The contract management plans and reports about their monthly site visits were available on file and assessed.</p>	<p>2</p>
<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 	<p>The water and sanitation facilities visited were constructed as per design and fully operational. The communities had no complaints about their functionality. The sampled projects include; DWD 67018 in Kijjanangabo Village, DWD 67017 in Mazzi Village, DWD 57019 in Nakulamudde Kitayita Village, DWD 67013 in Kirugaruga Village, and DWD 67016 in Nakulamudde Mpegwe Village</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>The completion reports for the boreholes drilled during the previous FY were available and during the visit of the sampled projects, it was established that the facilities were well completed and handed over to the WSCs. The sampled facilities are DWD 67018 in Kijjanangabo Village, DWD 67017 in Mazzi Village, DWD 57019 in Nakulamudde Kitayita Village, DWD 67013 in Kirugaruga Village, and DWD 67016 in Nakulamudde Mpegwe Village</p>	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>The interim and final certificates for all the projects executed during the previous FY were available on file and the completion reports were part of the annual report .</p>	<p>2</p>
<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<p>Wakiso District Local Government Water Officer (DWO) timely certified and recommended as per copy of contracts as per the following sampled contacts;</p> <ul style="list-style-type: none"> Contract No Wak555/WRKS/2017-18/000108 supply and installation of HDPE Rain water tanks Voucher No 18320714, Contract No Wak555/Srvcs/17-18/00032 Hydrological consultancy services for Boreholes setting, Design and drillings by Aquatech Enterprises (U) Ltd Voucher No 18382793, and Contract No Wak555/Srvcs/17-18/00033 Boreholes drillings by Redd's Boreles Technical Services Voucher No 18382757. 	<p>3</p>
<p>Financial management and reporting</p>			

<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Plan- ning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>Wakiso LG Water Department submitted Annual Performance reports for FY 2017/2018 for the quarters to the planner by Mid July for consolidation</p> <p>Quater-1 on ref: CR210/1 on date 11th October 2017 to planner and 13th October 2017 received at Directorate of water department</p> <p>Quater -2 on ref: CR210/1 on 29th December 2017 to planner and received at Ministry of water and environment on 29th December 2017</p> <p>Quater -3 on Ref; 210/1 on 9th April 2018 to planner and received to the Permanent secretary Ministry of water & envirnment on on 27th April 2018</p> <p>Quater -4 on Ref: CR210/1 on 12th July 2018 to planner and recieved on 26th July 2018 to permanent secretary ministry of water and environment on 26th July 2018</p>	<p>5</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year If sector has no audit query score 5 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<p>The audit queries were not responded to by water Department. The issues raised included: Doubtful expenditure; unaccounted for funds;none adherence to procurement procedures;unretired advances and unspent conditional grants.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>Wakiso LG Council committee for water met on:</p> <ul style="list-style-type: none"> On 20th November 2017 under minute 046/WKS/2017 presented and discussed First Quarter progress report for 2017/2018 on water and sanitation On 22nd December 2017 under minute 051/WKS/2017 discussed Water and sanitation progress reports for 1st Quarter FY 2017/2018; 2nd Quarter Progress report and 3rd Quarter Workplan for FY 2017/2018 	<p>3</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>Wakiso LG Council committee members for Water & Sanitation met on:</p> <ul style="list-style-type: none"> 28th September 2017 under minute 084/WAK/DLC5/2017 presented Water sectoral committee reports to council for approval 30th November 2017 under minute 096/WAKS/DLC5/2017 presented, discussed and approved water sector committee report 24th May 2018 under minute 124/WAK/DLC5/2018, discussed and approved the Water sector Annual Workplan and Budget estimates for FY 2018/2019 	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>The AWP, budget and the Water Development grant releases and expenditures were well displayed on the water department notice boards. The documents were also duly dated and stamped.</p> <p>Minutes of the advocacy meetings were also available on file.</p>	<p>2</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>The sampled projects/boreholes were labelled with details including reference number, location and date of construction</p>	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>Information on contract awards is well displayed on the water department notice board.</p> <p>Information on tenders was not on the notice board at the time of the assessment but copies of what was displayed on the notice board and published in the news papers were available on file.</p>	<p>2</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<ul style="list-style-type: none"> The community application letters and meeting minutes for the different water and sanitation facilities were available on file. The community contribution receipts together with agreements (MOU) for the different water and sanitation facilities were also seen. 	<p>1</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>The community contribution receipts (for O&M funds) for the different water and sanitation facilities available.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>Environmental screening was carried out for the WSS projects and the screening reports and EIA reports were available on file.</p>	<p>2</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>Mitigation reports were available showing that there was follow-up support for mitigation of the negative environmental concerns raised.</p>	<p>1</p>

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>The drilling contract has a provision for environmental mitigation under item 2.21 on the BoQ.</p>	<p>1</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>The information available in the software report showed that WSCs have at least 50% women with at least one in key position. Four of the five sampled WSCs still had at least 50% female representation with at least one occupying a key position.</p>	<p>3</p>
<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 	<p>The district did not construct any public sanitation facility in the previous F/Y but the existing toilet facilities sampled had adequate access and separate stances for men, women and PWDs. The sampled sanitation facility is located at the district headquarters.</p>	<p>3</p>