



Local Government Performance Assessment

Mukono District

(Vote Code: 542)

Assessment	Scores
Accountability Requirements	100%
Crosscutting Performance Measures	72%
Educational Performance Measures	61%
Health Performance Measures	85%
Water Performance Measures	75%

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>Mukono DLG submitted the Annual Performance Contract of the forthcoming year on 15th July 2019, as per letter dated 15th July 2019 Ref. No. FIN/MKN/101/03. This is within the adjusted deadline of 31st August 2019.</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>The Approved Budget for Mukono DLG submitted on 15th July 2019 had a Procurement Plan for FY 2019/2020 attached.</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>Mukono DLG submitted the Annual Performance Report for the previous FY on Wednesday 31st July 2019. This is within the adjusted deadline of 31st August 2019.</p>	Yes

<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>Mukono DLG submitted their Quarterly Budget Performance Reports on time for all the four quarters of the previous FY as follows:</p> <p>The 4th Quarter Report was submitted on Wednesday 31st July 2019, the 3rd Quarter Report was submitted on Tuesday 23rd April 2019. 2nd Quarter report was submitted on Thursday 24th January 2019, while the 1st Quarter Report was submitted on Monday 30th Oct 2018. This is within the adjusted deadline of 31st August 2019.</p>	<p>Yes</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 lines 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>Mukono District Local Government submitted the Report on status of implementation of Internal Auditor General's and Auditor General's findings for financial year 2018/2019 and was received by Office of Internal Auditor General and Auditor General on on 26th February 2019</p> <p>The required date for submission for this year 2018/2019 being April 30 2019 then Mukono 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>Mukono DLG has clean audit opinion as per the Auditor General report for FY 2018/2019 and hence Mukono DLG is compliant.</p>	<p>Yes</p>

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>There was evidence that Mukono DLG had a fully-fledged and functional Physical Planning Committee from the Appointment Letter dated 01st July 2017, Ref. No. ADM/MKN/214/19, for 17 members. Plan register has been in place since 25th April 2018 to 04th Nov 2019. The register had details such as: Date of entry, Plan number, Developers' Names, Contacts and Address, Proposed Developments, Plot No and Block No., Architects details, Amount of fees assessed and Receipt No., Sub county, parish and Village, Status of the Plan Application Form (Approved, Deferred, or Rejected), and Remarks. The Physical Planning Committee sat on the following dates, as evidenced by the copies of minutes seen on file: 12th June 2019; 11th March 2019; 19th Dec 2018, and 11th Sept 2018 in the FY 2018/2019.</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>There was evidence on file for the submission of the following sets of minutes to the Ministry of Lands, Housing and Urban Development.</p> <p>Minutes for the meeting held on 12th June 2019 submitted on 30th July 2019;</p> <p>Minutes for the meeting held on 11th March 2019 submitted on 21st March 2019;</p> <p>Minutes for the meeting held on 19th Dec 2018 submitted on 03rd January 2019, and</p> <p>Minutes for the meeting held on 11th Sept 2018 submitted on 27th Sept 2019.</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>Mukono DLG had no District Physical Development Plan in place to guide infrastructure investments in the district.</p>	<p>0</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>Mukono DLG had no Action area plan prepared in the previous FY.</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>There was evidence that these priority projects in Mukono DLG AWP for FY 2019/20 were derived from the Budget Conference for FY 2019/2020 that was held on 01st November 2018, in CAO's Office Boardroom:</p> <p>Education Sector</p> <ol style="list-style-type: none"> 1. Construction of 2 No. classroom blocks with 4 No. stances VIP Lined Latrine, furniture, office and store at Namulaba CU Primary School in Nagojje Sub County at a cost of UGX 156,285,882 on page 5 of the Department of Education and Sports Sectoral Budget Conference Presentation for FY 2019/20 was also reflected in the AWP for FY 2019/2020; 2. Construction of 5 No. classroom blocks with 2 No. staff rooms and 4 No. stances VIP Lined Latrine at Kabembe Primary School, and Wakisi UMEA Primary School at a cost of UGX 1,500,000,000 on page 5 of the Department of Education and Sports Sectoral Budget Conference Presentation for FY 2019/20 was also reflected in the AWP for FY 2019/2020; 3. Construction of 5 No. stances VIP Lined Latrine at Damba Parents Primary School, Seeta Nazigo CU Primary School, Koome Bunyana RC Primary School, and Koome CU Primary School at a cost of UGX 126,000,000 on page 5 of the Department of Education and Sports Sectoral Budget Conference Presentation for FY 2019/20 was also reflected in the AWP for FY 2019/2020, and 4. Construction of a Seed Secondary School in Kimenyedde Sub County at a cost of UGX 1,283,071,000 on page 5 of the Department of Education and Sports Sectoral Budget Conference Presentation for FY 2019/20 was also reflected in the AWP for FY 2019/2020. <p>Health Sector</p> <ol style="list-style-type: none"> 1. Completion of Kasawo HC III OPD Phase II, Construction of 2 No. Stances VIP Latrine and Urinal at Kitovu HC II in Kasawo Sub County at a cost of UGX 171,612,000 on page 7 of the Health Sector Presentation at the Budget Conference for FY 2019/2020 was also reflected in the AWP for FY 2019/2020; 2. Remodeling and renovation of Nakifuma HC III Maternity Ward, and 3. Construction of a waiting shed and shelter for a walkway at Marternity Unit of Kojja HC IV at a cost of UGX 67,145,000 on page 7 of the Health Sector Presentation at the Budget Conference for FY 2019/2020 was also reflected in the AWP for FY 2019/2020. <p>Water and Sanitation Sector</p> <ol style="list-style-type: none"> 1. Renovation of District Water Office at UGX 2,000,000 on page 3 of the Rural Water and Sanitation Presentation for 2019/2020 Budget Conference was also reflected in the AWP for FY 2019/2020; 2. Construction and Rehabilitation of boreholes at a cost of UGX 145,000,000 on page 3 of the Rural Water and Sanitation Presentation for 2019/2020 Budget Conference was also reflected in the AWP for FY 2019/2020, and 3. Phased Construction of Mayangayanga Water Supply Scheme and Rehabilitation of Koome Gravity Flow Scheme at a cost of UGX 363,596,255 on page 3 of the Rural Water and Sanitation Presentation for 2019/2020 Budget Conference was also reflected in the AWP for FY 2019/2020.
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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>There was evidence that these priority projects in Mukono DLG AWP for FY 2019/20 were derived from the approved Five-Year Development Plan (2015/16 – 2019/20) Approved on 31st March 2015 by Mukono District Council meeting held in Boardroom A under Min 30/MDC/2014 – Motion seeking Council's Approval for the District Development Plan FY 2015/16 – 2019/20, as follows:</p> <p>Education Sector</p> <ol style="list-style-type: none"> 1. Construction of 2 No. classroom blocks with 4 No. stances VIP Lined Latrine, furniture, office and store at Namulaba CU Primary School in Nagojje Sub County at a cost of UGX 156,285,882 on pages 155 and 156 of the 5 Year Development Plan (2015/16 – 2019/20) was also reflected in the AWP for FY 2019/2020; 2. Construction of 5 No. classroom blocks with 2 No. staff rooms and 4 No. stances VIP Lined Latrine at Kabembe Primary School, and Wakisi UMEA Primary School at a cost of UGX 1,500,000,000 on pages 155 and 156 of the 5 Year Development Plan (2015/16 – 2019/20) was also reflected in the AWP for FY 2019/2020; 3. Construction of 5 No. stances VIP Lined Latrine at Damba Parents Primary School, Seeta Nazigo CU Primary School, Koome Bunyana RC Primary School, and Koome CU Primary School at a cost of UGX 126,000,000 on pages 155 and 156 of the 5 Year Development Plan (2015/16 – 2019/20) was also reflected in the AWP for FY 2019/2020, and 4. Construction of a Seed Secondary School in Kimenyedde Sub County at a cost of UGX 1,283,071,000 on pages 155 and 156 of the 5 Year Development Plan (2015/16 – 2019/20) was also reflected in the AWP for FY 2019/2020. <p>Health Sector</p> <ol style="list-style-type: none"> 1. Completion of Kasawo HC III OPD Phase II, Construction of 2 No. Stances VIP Latrine and Urinal at Kitovu HC II in Kasawo Sub County at a cost of UGX 110,000,000 on page 153 of the 5 Year Development Plan (2015/16 – 2019/20) was also reflected in the AWP for FY 2019/2020; 2. Remodeling and renovation of Nakifuma HC III Maternity Ward, and 3. Construction of a waiting shed and shelter for a walkway at Maternity Unit of Kojja HC IV at a cost of UGX 20,000,000 on page 153 of the 5 Year Development Plan (2015/16 – 2019/20) was also reflected in the AWP for FY 2019/2020. <p>Water and Sanitation Sector</p> <ol style="list-style-type: none"> 1. Renovation of District Water Office at UGX 2,000,000 on page 178 of the 5 Year Development Plan (2015/16 – 2019/20) was also reflected in the AWP for FY 2019/2020; 2. Construction and Rehabilitation of boreholes at a cost of UGX 145,000,000 on page 178 of the 5 Year Development Plan (2015/16 – 2019/20) was also reflected in the AWP for FY 2019/2020, and 3. Phased Construction of Mayangayanga Water Supply Scheme and Rehabilitation of Koome Gravity Flow Scheme at a cost of UGX 363,596,255 on page 178 of the 5 Year Development Plan (2015/16 – 2019/20) was also reflected in the AWP for FY 2019/2020.
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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>There was evidence that the following Project profiles for infrastructure investments were discussed in a District TPC meeting dated 28th March 2019 in the CAO's Boardroom A under Min 43/18/19: Presentation from Departments. Item 43.1 – Planning Unit, Item 43.2 – Works Department, Item 43.3 – Commercial Services Sector. They include:</p> <ol style="list-style-type: none"> Phase I Construction of a Seed Secondary School, Administration Block, 2 Classroom Blocks, Multi-purpose Science Block, 5 Stances VIP Lined Latrine for students, 2 stances VIP Lined latrine for teachers, furniture for multi-purpose Science Blocks, furniture for Administration Block and houses for headteachers and Deputy Headteachers in Nanga parish, Kimenyedde Sub County at a cost of UGX 1,042,509,748; Construction of 5 stances VIP Lined latrine at Kayini CU Primary School in Seeta Namuganga Sub County at UGX 30,967,218; Construction of a 2 classroom block with an office, store, furniture, and toilet at Namulaba Primary School in Nagoje Sub County at UGX 200,583,840; Renovation works at Nakifuma HC III maternity ward at UGX 80,000,000, and Construction of a waiting shade for mothers at the maternity ward at Kojja HC IV at UGX 40,000,000. 	<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>There was evidence that Mukono DLG's Annual statistical abstract for FY 2018/19 dated June 2018 was prepared with gender-disaggregated data contained in Chapter 3. Presented to TPC on 27th June 2019 in CAO's Boardroom under Min. 70.4.1: Presentation of the Statistical Abstract for FY 2018/19 by the District Planning Unit.</p>	<p>1</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>There was evidence that infrastructure projects implemented by Mukono DLG in the previous FY were derived from the Annual Work Plan and Budget approved by Council:</p> <p>Health Sector</p> <ol style="list-style-type: none"> 1. Construction of an OPD and a 2 stances VIP Lined latrine at Kitovu HC III in Kasawo Sub County with a urinal and bathroom at a cost of UGX 288,129,400 reflected on page 27 of the approved budget was also reflected in the AWP, and 2. Construction of 2 No. stances VIP Lined latrines with 2 bathrooms and 2 urinals at Damba HC II in Kome Sub County at a cost of UGX 71,093,041 reflected on page 27 of the approved budget was also reflected in the AWP. <p>Water and Sanitation Sector</p> <ol style="list-style-type: none"> 1. Phased Construction of 1 Piped Water Scheme in Mayangayanga, Nakibano, Kasana, and Kawongo – Nanga at a cost of UGX 320,400,000 reflected on page 58 of the approved budget was also reflected on page 29 of the AWP; 2. Rehabilitation of 2 gravity flow schemes in Mpunge and Koome at a cost of UGX 140,000,000 reflected on page 58 of the approved budget was also reflected on page 29 of the AWP; 3. Drilling of 20 hand pumps in remote water scarce areas in Seeta – Namuganga, Ntinda, Kasawo, Mpunge, Mpatta, and Nabbaalee at a cost of UGX 180,000,000 reflected on page 59 of the approved budget was also reflected on page 29 of the AWP, and 4. Rehabilitation of 35 major community boreholes in Kimenyedde, Nabbaalee, Ntenjeru, Kojja, Ntunda, Kyampisi, Nakisunga, Seeta – Namuganga, Mpatta, and Kasawo at a cost of UGX 103,352,996 reflected on page 57 of the approved budget was also reflected on page 29 of the AWP. 	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 investment projects implemented by Mukono DLG in the previous FY were completed as per the work plan from the completion certificates availed:</p> <p>Health Sector</p> <ol style="list-style-type: none"> 1. Construction of an OPD and a 2 stances VIP Lined latrine at Kitovu HC III in Kasawo Sub County with a urinal and bathroom at a cost of UGX 282,031,048. Start date – 20th Feb 2019; Completion date – 20th Aug 2019, and 2. Construction of 2 No. stances VIP Lined latrines with 2 bathrooms and 2 urinals at Damba HC II in Kome Sub County at a cost of UGX 66,572,060. Start date – 14th Feb 2019; Completion date – 14th July 2019. <p>Water and Sanitation Sector</p> <ol style="list-style-type: none"> 1. Phased Construction of 1 Piped Water Scheme in Mayangayanga, Nakibano, Kasana, and Kawongo – Nanga at a cost of UGX 320,400,000. Completion date – 04th April 2019; 2. Rehabilitation of 2 gravity flow schemes in Mpunge and Koome at a cost of UGX 140,000,000. Completion date – 04th April 2019; 3. Drilling of 20 hand pumps in remote water scarce areas in Seeta – Namuganga, Ntinda, Kasawo, Mpunge, Mpatta, and Nabbaalee at a cost of UGX 180,000,000. Completion date – 13th May 2019, and 4. Rehabilitation of 35 major community boreholes in Kimenyedde, Nabbaalee, Ntenjeru, Kojja, Ntunda, Kyampisi, Nakisunga, Seeta – Namuganga, Mpatta, and Kasawo at a cost of UGX 103,352,996. Completion date – 19th April 2019. 	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>There was evidence that investment projects implemented by Mukono DLG in the previous FY were completed within the approved budget as follows:</p> <p>Health Sector</p> <ol style="list-style-type: none"> 1. Construction of an OPD and a 2 stances VIP Lined latrine at Kitovu HC III in Kasawo Sub County with a urinal and bathroom by M/s Savannah Engineering Works Limited, of P.O. Box 812, Mukono; Ref. No. Muko 542/wrks/18-19/00003. Budget was UGX 288,129,400 and the actual payment was UGX 282,031,048, thus 97.88%, and 2. Construction of 2 No. stances VIP Lined latrines with 2 bathrooms and 2 urinals at Damba HC II in Kome Sub County by M/s CGAAL Investments Limited, of P.O. Box 5561, Kampala; Ref. No. Muko 542/wrks/18-19/00002. Budget was UGX 71,093,041 and the actual payment was UGX 66,572,060, thus 91.65%. <p>Water and Sanitation Sector</p> <ol style="list-style-type: none"> 1. Phased Construction of 1 Piped Water Scheme in Mayangayanga, Nakibano, Kasana, and Kawongo – Nanga by M/s Victoria Pumps Limited, Ref. No. Muko 542/wrks/17-18/00012. Budget was UGX 346,400,000 and the actual payment was UGX 352,095,328, thus 101.64%; 2. Supply of Boreholes Installation and Rehabilitation Equipment by M/s Victoria Pumps Limited; Ref. No. Muko 542/sppls/18-19/009. Budget was UGX 70,900,000 and the actual payment was UGX 70,900,000, thus 100%; 3. Borehole siting and drilling supervision in remote water-scarce areas in Seeta – Namuganga, Ntinda, Kasawo, Mpunge, Mpatta, and Nabbaalee by M/s Aquatech Enterprises Limited; Ref. No. Muko 542/srvcs/18-19/008. Budget was UGX 19,470,000 and the actual payment was UGX 19,470,000, thus 100%; 4. Test pumping, casting, and installation of boreholes by M/s Mastak Investments Limited; Ref. No. Muko 542/srvcs/18-19/010. Budget was UGX 10,860,000 and the actual payment was UGX 10,860,000, thus 100%, and 5. Casting and installation of boreholes by M/s Mastak Investments Limited; Ref. No. Muko 542/srvcs/18-19/010. Budget was UGX 16,200,000 and the actual payment was UGX 16,200,000, thus 100%. 	2
<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>There was no evidence that Mukono DLG had a budget for O&M for infrastructure in the FY 2018/19.</p>	0
Human Resource Management			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>There was evidence that the LG has substantively filled some of the approved positions of heads of department as per the approved Mukono DLG customized staff establishment, December 2016 dated 6th March, 2017. Ref: ARC 135/306/01.</p> <p>The positions filled at the time of this assessment included; District Engineer appointed on 25th/07/2011, District community development officer appointed on 5th/11/2004, District Health Officer appointed on 20th/09/2013, District Natural resource officer appointed on 20th/09/2013, Chief Finance Officer appointed on 13th/12/2018, District Production and Marketing officer appointed on 20th/09/2013 and District Education Officer appointed on 26th/04/2013.</p> <p>However, the positions of District Commercial officer and District Planner became vacant due to mandatory retirement. There was an advert to that note in the New Vision, Thursday September 26, 2019 page 48.</p>	0
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>There was evidence of appraisal of all the HoDs by CAO during the previous FY 2018/2019 as per the standard guidelines issued by MoPS.</p> <p>The HoDs were appraised as follows: District Health Officer was appraised on 5th/07/2019, District community development officer was appraised on 3rd/07/2019, District Engineer was appraised on 8th/07/2019, Chief Finance Officer was appraised on 19th/07/2019, District Natural resource officer was appraised on 18th/09/2019 and District Production and Marketing Officer was appraised on 27th/08/2019.</p> <p>There was no evidence of appraisal for the District Education Officer because he retired before end of the financial year.</p>	2
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>There was evidence that some of the staff submitted for recruitment were considered.</p> <p>Only CAO's submission for recruitment dated 28th/03/2019 and 17th/06/2019 were considered in DSC minute extract MD NO. 3/2019 dated 1st/04/2019 and minute extract MD NO. 8/2019 dated 22/07/2019.</p> <p>However, there was no evidence of DSC considering CAO's submissions dated 8th/11/2018, 13th/11/2018 and 30th/04/2019 at the time of this assessment.</p>	0
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>There was evidence that the DSC considered all CAO's staff submissions for Confirmation in FY 2018/19.</p> <p>CAO's staff submissions for confirmation dated 4th/10/2018, 2nd/11/2018 and 2nd/04/2019 were considered by DSC under Minute extract NO. MD.2/2019 dated 12/02/2019 in DSC meetings held from 14th – 15th/01/2019 and Minute extract NO. MD. 5/2019 of DSC meetings held on 23rd/04/2019.</p>	1

<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 that staff submitted for Disciplinary action were considered;</p> <p>CAO's staff submissions for disciplinary actions dated 3rd/07/2018, 7th/1/2019, 9th/04/2019 and 17th/04/2019 were considered by DSC in minute extracts NO MD. 3/2018 in DSC meetings held on 14th-15th/01/2019, minute extract MD NO. 5/2019 extracted from minutes of DSC meeting held on 23rd/04/2019. Other submissions for 2018/2019 were handled in FY 2019/2020. E.g. CAO's submissions of 17th/04/2019 were considered in minute extract MD NO. 10/2019 dated 26th/09/2019 in DSC minutes of meetings held from 17th to 19th/09/2029.</p>	1
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>There was no evidence of staff recruitment during the previous FY to determine whether they accessed salary payroll within two months.</p>	3
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>There was no evidence that staff that retired in FY 2018/2019 accessed pension payroll within two months after retirement. For example Senior Clinical Officer (Kakande Patrick) retired on 1st/April/2019 and accessed payroll on 1st/07/2019, Senior Education Assistant (Kitaka Murshid) retired on 8th//11/2018 and accessed payroll on 1st/03/2019, Senior Clinical Officer (Kimmula James) retired on 21st/09/2018 and accessed payroll on 1st/02/2019. They all accessed payroll after two months after retirement.</p>	0
Revenue Mobilization			
<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>Mukono District Local Government had OSR for FY 2017/2018 amounting to UGX 611,127,979 and OSR for FY 2018/2019 amounting to UGX 534,072,892.</p> <p>This shows a decrease of UGX 77,055,087 which gives a 12.6% decrease in OSR as per Draft Final Accounts for FY 2017/18 and FY 2018/19 for vote 542.</p>	0
<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>Mukono District Local Government collected Local Revenue (OSR) for FY 2018/2019 amounting to UGX 534,072,892.</p> <p>The budgeted Local Revenue (OSR) for FY 2018/2019 was UGX 537,000,000</p> <p>There was therefore 99.45% budget realisation as seen on vote 542.</p>	2

<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>The sharable Local Revenue was LST of UGX123,280,302 but Mukono District Local Government did not have any evidence of the mandatory remittances of Local Revenue to LLGs as required.</p>	0
<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>Mukono District Local Government spent UGX 143,236,000 of OSR expenditure on council activities</p> <p>The total Local Revenue (LR) for FY 2017/2018 was UGX 611,127,979.</p> <p>This shows a 23.44% of OSR expenditure on council activities which was more than the 20% requirement and hence not complaint.</p>	0
<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>There was no evidence that the LG filled the position of a Procurement Officer. The District had only filled the position of a senior procurement officer (Batenga Prossy) appointed on 22nd/02/2019, MIN NO. MD 10/2019.</p> <p>Source of information: Personnel file.</p>	0
<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 Contracts Committee for the previous financial year 2018/2019. Evidence was from reports of the following TEC meetings:</p> <p>TEC report dated 7th/01/2019 for construction of a 2 lined VIP Latrines each 2 stances with bathroom and urinal at Ddamba H/CII in Koome S/C under Project code MUKO 542/WRKS/18-19/00002.</p> <p>TEC report dated 7th/01/2019 for construction of OPD and a 2 stance VIP Latrine at Kitovu H/CIII in Kasawo S/C under Project code MUKO 542/Wrks/18-19/00003.</p> <p>TEC report dated 8th/01/2019 for procurement of a double cabin pick up (brand new) under project code MUKO 542/Supls/18-19/00027.</p>	1
<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 Contracts Committee considered recommendations of the TEC and provided justifications for any deviations from those recommendations.</p> <p>This was evidenced in the minutes of the following Contracts Committee meetings:</p> <p>Contracts Committee minutes for the meeting held on 28th/01/2019 under MIN 079/2019, 079.2 for construction of OPD and a 2 stance VIP Latrine at Kitovu H/CIII in Kasawo.</p> <p>Contracts committee minutes for the meeting held on 28th/01/2019 under MIN 079/2019, 079.3 for construction of a 2 lined VIP Latrines each 2 stances with bathroom and urinal at Ddamba H/CII in Koome S/C.</p> <p>Contracts committee minutes for the meeting held on 28th/01/2019 under MIN 079/2019, 079.1 for procurement of a double cabin pick up (brand new).</p>	1

<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 the previous FY: score 2 	<p>a) All infrastructure projects in Annual Procurement for FY 2019/20, endorsed by the CAO and received by PPDA on 2/8/19 were captured in the integrated Annual Work plan and budget dated January 2019 and approved by the council meeting on 31/5/2019, Min no: 13/MDC/2019. For example:</p> <ol style="list-style-type: none"> 1. In the procurement plan, item no. 1 on page 2 was the construction of 2 classroom blocks with office store and furniture in Kayanja P/School Nagojja Sub-county. The project was covered in the budget on page 1 and 2 as Item under the planning department; and 2. In the procurement plan, project no. 1 on page 5 was the renovation of Nakifuma Health Centre III mortality ward and construction of waiting shed for mothers and Kojja Health Centre VI in Nyenjeru, Kisoga Trading Centre. The project was covered in the budget on page 4 of 5 under the health department. <p>b) A sample of actual procurements made in 2018/2019 showed that the LG made procurements as per plan (adherence to the procurement plan) for FY 2018-19, approved by the CAO on 30/4/19 and received by PPDA on 8/5/19. For example:</p> <ol style="list-style-type: none"> 1. Procurement file Ref. MUKO542/Wrks/18-19/00003: Construction of an OPD and 2-stance VIP latrine at Kasawo-Kitovu Health Centre III in Kasawo Sub-county. The project was covered in the approved procurement plan on page 3, Item no. 8 under planning department section; and 2. Procurement file Ref. MUKO542/Wrks/18-19/00002: Construction of 2 2-stance lined VIP 2latrines at the OPD and staff house at Ddamba Health Centre in Kooma Sub-county. The project was covered in the approved procurement on page 5, item no. 9 under health department section. 	<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 current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2 	<p>From the Procurement plan for the current FY 2019/2020 and the procurement files, all the 8 (100%) investment/infrastructure projects had their bid documents prepared by August 30.</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>Evidence obtained from the procurement office showed that the LG had an updated contracts register endorsed by the Senior Procurement Officer and received by the Central Registry of Mukono District on 26/9/2019. All procurements for FY 2018/2019 had complete procurement files with completion certificates. For example:</p> <ol style="list-style-type: none"> 1. MUKO542/Wrks/18-19/00003: Construction of an OPD and 2-stance VIP latrine at Kasawo-Kitovu Health Centre III in Kasawo Sub-county; 2. MUKO542/Supls/18-19/00027: Procurement of a double cabin pick-up; 3. MUKO542/wrks/18-19/00002: Construction of 2 2-stance lined VIP latrines at the OPD and staff house at Ddamba Health Centre in Kooma Sub-county; 4. MUKO542/Supls/18-19/00057: Procurement of fertiliser; and 5. MUKO542/Wrks/18-19/00039: Procurement of Banana plantlets. <p>All procurement activity files comprised of key elements including signed contracts, bid documents, newspaper adverts for open bids, requisitions LG PP Forms of various user departments, tender award and acceptance letters, approvals by the contracts committee etc.</p>	2
<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>Evidence that the LG adhered with procurement thresholds was obtained from sample of 5 projects listed in the Procurement Plan FY 2018/2019. The estimated project cost, procurement method, dates of contract signing and completion and the source of funding were all included, and letters of contract award signed by the CAO. For example:</p> <ol style="list-style-type: none"> 1. MUKO542/Wrks/18-19/00003: Construction of an OPD and 2-stance VIP latrine at Kasawo-Kitovu Health Centre III in Kasawo Sub-county. Open domestic bidding and estimated at UGX 282,031,048; 2. MUKO542/Supls/18-19/00027: Procurement of a double cabin pick-up. Open domestic bidding and estimated at UGX 169,236,800; 3. MUKO542/Wrks/18-19/00002: Construction of 2 2-stance lined VIP latrines at the OPD and staff house at Ddamba Health Centre in Kooma Sub-county. Open domestic bidding and estimated at UGX 66,572,060; 4. MUKO542/Supls/18-19/00057: Procurement of fertiliser. Selective bidding and estimated at UGX 17,465,000; and 5. MUKO542/Wrks/18-19/00039: Procurement of Banana plantlets. Selective bidding and estimated at UGX 10,500,000. 	2
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>A sample of works projects from the building construction and road sectors show that all works projects implemented in FY 2018/2019 were certified with interim payment certificates. The certificates were endorsed by the District Engineer, District planner and the CAO as follows:</p> <ol style="list-style-type: none"> 1. MUKO542/Wrks/18-19/00003: Construction of an OPD and 2-stance VIP latrine at Kasawo-Kitovu Health Centre III in Kasawo Sub-county. The Interim Payment Certificate dated 5/6/2019 was endorsed by the CAO; and 2. MUKO542/Wrks/18-19/00002: Construction of 2 2-stance lined VIP 2latrines at the OPD and staff house at Ddamba Health Centre in Kooma Sub-county. The Interim Payment Certificate dated 5/6/2019 was endorsed by the CAO. <p>For the FY 2018/2019 no other works projects were implemented. All the money under SFG was diverted to buy a district vehicle.</p>	2

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>No site boards were installed at the time of this assessment. The procurement process for all works projects was not yet complete.</p>	<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>There were bank reconciliation statements prepared for FY 2018/2019 directly in the cashbooks for the 12 months for bank accounts of:UWEP, YLP and General Fund. There was also update bank statements for the Months of July, August and September, 2019 with the one for September signed on 4th October 2019.</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>There were no overdue Bills of contractors for FY 2018/2019 with reference to note 22: Payables in Final Accounts except the payables amounting to UGX 1,196,118,151 relating balances on Youth livelihood Programme and UWEP.</p> <p>A sample of 6 transactions from health, water, and education departments showed that all payments are done within 2 months after request, and there were no unpaid bills over 2 months.</p> <ol style="list-style-type: none"> 1. Contract No Muko542/wrks/17-18/00003 construction of a 2 classroom block with an office and store including furniture by Nali Contractors Ltd at st. Joseph Ssozi Primary School in Mpatta Sub County. The payment was initiated on 25/10/2018, certified and recommended on 18/1/2019 and payment was made on 8/2/2019 as seen on voucher No. 21729130. This payment was made 20 in days after approval 2. Contract No Muko542/wrks/17-18/00006 construction of 8 in 1 staff houses with kitchen by M/S Pera Investments Ltd at Bunyiri. The payment was initiated on 15/4/2019, certified and recommended on 24/4/2019 and payment was made on 24/4/2019 as seen on voucher No. 21526927. This payment was made in 1 day after approval 3. Contract No Muko542/wrks/18-19/00002 construction of a 2 stance VIP lined Latrine with two bathrooms and two urinals by CGAALI Investments Ltd at Damba HC III. The payment was initiated on 7/5/2019, certified and recommended on 10/6/2019 and payment was made on 21/6/2019 as seen on voucher No. 25282355. This payment was made in 11days after approval. 4. Contract No Muko542/wrks/17-18/00012 phased construction of Mayagayanga piped water supply system by M/S Victoria pumps Ltd. The payment was initiated on 24/5/2019, certified and recommended on 24/5/2019 and payment was made on 21/6/2019 as seen on voucher No. 21308765. This payment was made in 27days after approval 5. Contract No Muko542/srvcs/17-18/013 Test pumping, casting and installation of boreholes by M/S Mastak Investments Ltd. The payment was initiated on 6/3/2019, certified and recommended on 3/4/2019 and payment was made on 12/4/2019 as seen on voucher No. 20290135. This payment was made in 39 days after approval 6. LPO 00552 supply of drilling materials to water department by M/S Victoria pumps Ltd. The payment was initiated on 4/12/2018, certified and recommended on 6/12/2018 and payment was made on 17/12/2018 as seen on voucher No. 21040696. This payment was made in 11 days after approval 	<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>	<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>Mukono District Local Government has a substantive Senior Internal Auditor Mr Nyanzi Micheal as seen from the personal file No: PER/C/10565, and Ref No. CR/10565 Appointed on 4th June 201 Min: 45/2010.</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>Mukono District Local Government produced quarterly internal audit reports for FY 2018/19 and submitted them for;</p> <p>Quarter 1 on 8/4/2019</p> <p>Quarter 2 on 24/7/2019</p> <p>Quarter 3 on 30/8/2019</p> <p>Quarter 4 on 6/9/2019.</p>	2
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>There was a report on information provided to the Council and LG PAC on the status of implementation of internal audit reports for FY 2018/19. These were submitted for;</p> <p>Quarter 1 on 20/03/2019</p> <p>Quarter 2 on 15/07/2019</p> <p>Quarter 3 on 30/08/2019</p> <p>Quarter 4 on 6/9/2019.</p>	2
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>Internal audit reports for FY 2018/19 were submitted to LG Accounting Officer, but Mukono District LG PAC has not deliberated on audit issues for all Quarters of FY 2018/19.</p>	0
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>Mukono District Local Government maintains assets register in IFMS covering details for some assets including vehicles, computers, and vehicles.</p> <p>The Assets register does not have cost values and detailed description for most of the assets and hence not complaint as per the format in the Local Government accounting manual.</p>	0

<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>Mukono DLG has unqualified audit opinion as per the Auditor General report for FY 2018/2019.</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>There was evidence from the record of minutes seen that Mukono District Council met to discuss service delivery related issues for FY 2018/19 as follows:</p> <ol style="list-style-type: none"> 1. On 31st May 2019 in the District Council Chambers Hall, under Min 13/MDC/2019: Motion 1 – Motion Seeking Council approval for: <ol style="list-style-type: none"> a) Mukono District Budget estimates 2018/2019; b) Mukono District Revenue Enhancement Plan and Charging Policy 2019/20, and c) Procurement Plan 2019/20. 2. On 28th May 2019 in the District Council Chambers Hall, under Min 27/COU/18: <ol style="list-style-type: none"> a) Motion 1 – Seeking Council approval of Mukono District Budget estimates 2018/2019; b) Motion 3 – Laying of Committee Reports to Council. Item 3.3 – Works and Technical Services Committee Report and Item 3.5 – Health and Education Services Committee Report. 3. On 29th March 2019 in the District Council Chambers Hall, under Min 5/MDC/2019: Motion laying of: <ol style="list-style-type: none"> a) Mukono District Budget speech and Departmental Work Plans and Budget for FY 2019/2019; b) Mukono District Procurement Plan FY 2019/2020; c) Min 8/MDC/2019: Adjournment and Reconstituting the Council Sectoral Standing Committees. 4. On 21st Dec 2018 in the District Council Chambers Hall, under: <ol style="list-style-type: none"> a) Min 52/MDC/2018: Motion 1 – Tabling of Committee Reports. Item 52.1.1 – Health and Education Committee Report and Item 52.1.4 – Technical Services and Works Committee Reports; b) Min 56/MDC/2018: Motion 4 – Requesting NFA for permission to utilise part of Nandagi Forest Reserve for the expansion of Kasenge HC II, and c) Min 57/MDC/2018: Motion 5 – Requesting Ministry of Health to approve Kasenge HC III and request for its staff and equipping. 	<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 feedback (grievance/complaints) and responded to feedback and complaints: score 1. 	<p>There was evidence of a letter dated 09th Aug 2017, designating 3 officers namely Mr Katamba Fred, Mr Mayanja Henry and Mr Mwesigwa Ivan, as the Focal Point Persons and officers responsible for coordinating responses, grievance/complaints on staff conduct, service delivery issues and customer care in the district.</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>There was evidence of a Complaints Register since 19th November 2015 up to 27th June 2019 for staff complaints, salary and pension queries from the Human Resource office.</p> <p>Health department was using the “M Track” System which is monitored by the Ministry of Health, to receive and respond to feedback and complaints from the residents. The system involves sending a short messaging service (SMS) which is free of charge, to report service delivery issues in their areas of residence.</p>	<p>1</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>Mukono DLG Payroll was available at the Notice Board for FY 2019/2020, where it is accessed by any member of the public who wants to check and get information. Pensioner Schedule was also pinned dated October 2018.</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>There was evidence of the Contract Award Notice, Bid Notice dated 31st Oct 2019; Best Evaluated Bidders Notices dated 23rd Oct 2019, pinned on the notice board. Other notices were available in the Procurement Office for clarification.</p> <p>Bid Notice Under Open Domestic Bidding, dated Tuesday, September 17, 2019 on the district website: www.mukono.go.ug</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>There was evidence of the performance assessment results for FY 2018/2019 pinned on the Notice Board dated 30th July 2019. Results were also available on the district website: www.mukono.go.ug and in the office of the Directorate of Finance and Planning dated July 2019.</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>There was evidence of communication of Guidelines to LLGs during the previous FY 2017/18 as follows:</p> <p>a) District TPC meeting held on 23rd Aug 2018 in the CAO's Boardroom A: Dissemination of the Assessment Results and Presentation of Mid Term Review Guidelines by GAPP, under Min 08/18/19: Dissemination of Assessment Results and</p> <p>b) Min 09/08/19: Presentation of the Mid Term Review Guidelines by GAPP;</p> <p>c) Letter dated 02nd Aug 2019 Ref. No. POP/MKN/501/01 to All SAS and Town Clerks – Invitation to the Training on the use of the MRVs to electronically capture events of birth and deaths in hospitals and communities, scheduled for 07th – 09th Aug 2019 at Ridar Hotel, Seeta;</p> <p>d) Letter dated 22nd July 2019 Ref. No. TI/MKN/1152/01 to All HoDs, SAS, Executive Committee members and Town Clerks – Letter of Invitation to the Sensitisation workshop on the Concept of Local Economic Development (LED) in Local Governments scheduled for 25th July 2019 at the District Headquarters;</p> <p>e) Letter dated 29th Aug 2019 to All SAS and Town Clerks on Lower Local Governments on the Utilisation of Discretionary Development Equalisation Grants (DDEG), and</p> <p>f) Notice board information dated 23rd Oct 2018, Ref. No. FIN/MKN/103/2; 09th Jan 2019 Ref. No. FIN/MKN/101/01, and 09th Aug 2018 Ref. No. FIN/MKN/103/02.</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 LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>There was evidence that the DLG undertook discussions with the public to provide feedback through the Radio program on Radio Dunamis 103 FM every Thursday from 20:00 - 21:00 Hrs, through which the district updates residents on the ongoing activities and achievements.</p>	<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>Evidence that the district GFP and CDO provided guidance and support to different departments was from 2 sources. First, the gender mainstreaming training report for district and sub-counties FY2018/2019, dated 20/12/2018. Second, distribution of gender related materials such as gender budgeting for higher LGs and national policy for older persons, endorsed by the district CDO on 20/12/18.</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 <p>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>	<p>From the LG Budget estimates for FY 2019/2010, generated on 19/7/19 the GFP and CDO had planned for more than 2 activities for the current financial year. For example, on page 51 activities highlighted under output 108107 – Gender mainstreaming; 108109 – support to youth and councils; 108111- Culture mainstreaming; 108108 – children services. .</p> <p>Basing on the approved budget estimates for FY 2018/2019 dated 28/5/2018 a total approved budget of UGX 469,722,000 had been approved for 9 major gender/vulnerability and social inclusion activities. Basing on information obtained from the detailed performance report FY 2018/2019, endorsed by the district CDO on 5/7/2019 all the activities were implemented at 100% of the previous year's budget.</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>Evidence was from environmental and social screening reports for projects activities. All reports were endorsed by the district Natural Resources Officer (NRO) and the DCDO. Mitigation measures were planned and budgeted for. For example:</p> <ol style="list-style-type: none"> Light grading of 12 km of Kibimbiri-Nkoko-Kyabazala road in Ntunda and Kasawo Sub-counties, signed and dated 6/12/18; Light grading of 20 km of Nsanja-Mpunge-Kiziru road in Ntenjeru/Mpunge, signed and dated 11/12/2018; Construction of OPD at Health Centre III at Kitovu village, Kasawo Sub-county, signed and dated 25/10/18; Light grading of 14.4 km of Bulanga-Kasokoso road, Nagojje S/county, signed and dated 4/12/2018; and Construction of 2-classroom block with an office, store and furniture at Namulaba P/School, Namulaba village, Nagojja Sub-county, signed and dated 26/10/2018. 	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>Basing on a sample of procurement files in the BOQs, the LG integrates environmental and social management and health and safety plans in contract bid documents. For example:</p> <ol style="list-style-type: none"> MUKO542/Wrks/18-19/00003: Construction of an OPD and 2-stance VIP latrine at Kasawo-Kitovu Health Centre III in Kasawo Sub-county. BOQs, page 8, bill no. 8 highlighted environmental protection and restoration; MUKO542/Wrks/18-19/00002: Construction of 2 2-stance lined VIP 2latrines at the OPD and staff house at Ddamba Health Centre in Kooma Sub-county. BOQs, page 8, bill no. 8 highlighted environmental protection and restoration; MUKO542/Supls/18-19/00006: Construction of a 5-stance latrine at Kayini P/School in Seeta, Namuganga Sub-county. BOQs, page 6 highlighted environmental protection and was approved by the district engineer on 20/8/19; MUKO542/Supls/18-19/00007: Construction of a 5-stance latrine at Seeta-Nazigo P/School, Nakisunga Sub-county. BOQs, page 6 highlighted environmental protection and approved by the district engineer on 20/8/19; and MUKO542/Wrks/19-20/00002: Construction of a 2 classroom block, office, store, furniture and 5-stance latrine at Namulaba P/School, Nagojja Sub-county. BOQs, page 16 highlighted environmental protection and approved by the district engineer on 20/8/19. 	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>No proof of ownership of land where projects were implemented was seen at the time of this assessment. However, most projects were implemented on land which was owned by institutions such as schools and churches. The assumption was that the institutions had land agreements or titles.</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 all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>ESM certification Forms for completed projects indicating the negative social and environmental impacts, the description of the mitigation measures, implementation progress and acknowledging that ESM measures were addressed were duly signed and stamped by the district NRO and DCDO. For example:</p> <ol style="list-style-type: none"> 1. Construction of a 5-classroom block, office, staffroom, store, 3 stance pit latrine, and supply of furniture at mother Kevin Namukupa P/School in Ntunda Sub-county, endorsed on 28/5/2019; 2. Construction of 2 VIP latrines (3 stance each), urinal and bathroom each at Ddamba Health Centre II, Koome Sub-county, endorsed on 30/9/2019 and received by the PDU on 30/9/19; 3. Construction of a 5-stance latrine at Kayini P/School in Seeta, Namuganga Sub-county, endorsed on 26/6/2019; and 4. Construction of 7 classroom block, office & staffroom, store, 3 pit latrines and supply of furniture at Namutambi P/School in Nakisunga Sub-county, endorsed on 24/5/19 and received by the PDU on 3/6/19. 	<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 the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was no evidence that the contract payment certificated included prior environmental and social clearance, at the time of this assessment. For example:</p> <ol style="list-style-type: none"> 1. The Interim Payment Certificate dated 5/6/2019 was endorsed by the CAO. Ref. MUKO542/Wrks/18-19/00003: Construction of an OPD and 2-stance VIP latrine at Kasawo-Kitovu Health Centre III in Kasawo Sub-county; and 2. The Interim Payment Certificate dated 5/6/2019 was endorsed by the CAO. Ref. MUKO542/Wrks/18-19/00002: Construction of 2 2-stance lined VIP 2latrines at the OPD and staff house at Ddamba Health Centre in Koome Sub-county. <p>For the FY 2018/2019, only two works projects listed above were implemented.</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>Evidence was based on reports on monitoring implementation of social and environmental mitigation measures and environmental audit of EIA screened for FY 2018/2019. The reports, addressed to the CAO, indicated implementation status of the project and remarks/suggestions to be taken. All reports were endorsed by district NRO and the DCDO. For example:</p> <ol style="list-style-type: none"> 1. Light grading of 19.81 km of Gimbi-Nacyeke road, endorsed on 16/5/19; 2. Light grading of 20 km of Nsanja-Mpunge-Kiziru road in Ntenjeru/Mpunge, endorsed on 15/5/2018; 3. Construction of classroom block at Kiyini-Kamuwokya P/School in Namuganga Sub-county, endorsed on 8/7/2019; 4. Construction of 2 VIP lined latrines (3 stance each), urinals and birth rooms at Ddamba village, Kooma Sub-county, endorsed on 4/4/2019; and 5. Construction of an OPD Kasawo-Kitovu Health Centre III, 2-stance pit latrine, urinal and bathroom in Kasawo Sub-county, endorsed on 5/7/2019. 	
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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>Mukono District LG budgeted for a Head Teacher and a minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) in each of the 187 schools for the current FY within a wage bill of Ug Shs 11,146,515,000-</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>Mukono District LG deployed 123 confirmed Head Teachers and 64 acting head teachers and 1,758 teachers for a minimum of 7 teachers per school for the 187 schools in the current FY</p>	4
<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>Mukono District LG filled all vacancies for teaching staff in March 2019, and has a staff structure for primary teachers of 1,758 within a wage bill provision of Ug Shs 11,146,515,412/-. As the vacancies were filled in March 2019 hence the LG 100% staffing structure.</p>	6
<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>Mukono District LG substantively filled one position of Senior Inspector of Schools. The Inspector of Schools position was advertised to be filled on 22/10/2019 Ref Educ/164/1 which was received in Central Registry on 24/10/2019 which was way beyond the FY under study.</p> <p>The 2 positions are in the district staff structure and within the wage bill provision</p>	0
<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>Mukono District LG Education Department submitted a recruitment plan to HRM for the current FY to fill positions of the following Primary Teachers:</p> <p>64 Education Assistants</p> <p>6 Senior Education Assistants</p>	2

<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>Mukono District LG Education Department submitted a recruitment plan to CAO for the current FY to fill positions of 1 County School Inspector on 22/10/2019 Ref Educ/164/1.</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 3 	<p>There was evidence that the Education Department appraised the Senior inspector of schools (Kikomoko Rashid) on 13th/08/2019 and the Inspector of schools (Namuli Mary) was also appraised on 13th/08/2019 for financial year 2018/2019.They were both appraised by the DEO.</p>	<p>3</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"> • Primary school head teachers <ul style="list-style-type: none"> o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>There was no evidence that the 10 Schools/ Head teachers from the sampled schools were all appraised. The sampled schools included; Kisoga Mumyuka, Namasumbi UMEA, Nakalanda P/S, Kabawala C/U, Mayangayanga P/S, Bugoye C/U, Makata C/U, Kasana UMEA, Gonve C/U and Nakanyonyi Project P/S.</p> <p>Those who were appraised included the Head teacher of Kasana UMEA on 19th/03/2019 and the head teacher of Nakanyonyi Project on 4th/12/2019 only.This gives 20% (2/10x100).</p>	<p>0</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>Mukono District LG Education Department communicated some of the guidelines, policies, circulars issued by the national level in the previous FY to schools as indicated below:</p> <p>a) Ref ADM/48/9/01 MOEs of 19/06/2019, 'Distribution of Text Books through the Uganda Teacher and School Effectiveness Project'.</p> <p>b) Ref: EPD/141/01 of 04/01/2019 titled:' Disbursement of Funds for Implementation of SFG with the Global Partnership for Education GPE Support to Uganda Teacher and School Effectiveness Project (UTSEP)'. Release 1 .</p> <p>Means of communication was head teacher's meetings. This was at the opening of term 2 meeting on 24/08/2019 and Head teacher attendance was 130 people.</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>Mukono District LG Education Department held meetings with primary school head teachers but there was no evidence of explanations and sensitization of head teachers on policies, guidelines and circulars issued at the national level, including on school feeding.</p> <p>There was no mention of any circulars, guidelines or policies explained or sensitization in Head teachers meetings with district staff in the examined minutes and reports viewed.</p>	0
<p>The LG Education Department has effectively inspected all registered primary schools²</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>All public primary and some private schools were inspected at least once per term and reports produced:</p> <p>Inspections for Term 3 2018 Inspections were done for 187 government aided primary schools; and 290 pre-primary schools.</p> <p>Term 1 2019 inspections for 187 primary schools and 27 private schools.</p> <p>In as much as it was stated that inspections were done once every term, the data received was for inspections for 2 terms only for the government primary schools. Therefore the percentage inspections done were 66.7%</p>	3
<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 evidence to prove Mukono District Education Department discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY</p>	0
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>Mukono District LG Education submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES). Evidence is here below:</p> <p>a) Inspection report for Term 1 2018 was submitted to DES on 14/08/2018 and was received by Kirenda Winnie on the same day and the acknowledgement certificate was given;</p> <p>b) Inspection reports for Term 2 and Term 3 2018 were jointly submitted to DES and received by Kirenda Winnie on 14.03.2019 and</p> <p>c) Inspection report for Term 1 2019 forwarded to CAO by IS Ref Educ/MKN/213/1 was sent by CAO as Ref: Educ/MKN/1203/01 of 24/07/2019 to Director DES/MoES.</p>	2

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>Mukono District LG Education Department provided no evidence to prove that inspection recommendations were followed-up.</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>Mukono District LG Education Department submitted accurate/consistent data on schools with a list of 187 schools which was consistent with both EMIS reports and PBS/OBT.</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>Mukono District Education Department LG submitted inaccurate/inconsistent enrollment data of 73,300 pupils for all schools which was inconsistent with EMIS report and PBS/OBT. This was evidenced with the variations in enrollments for the schools visited and the sampled files at the district offices.</p> <p>For example:</p> <p>Namawojjolo C/U P. S. had 550 enrollment at school and on the Excel sheet the figure was 594 pupils.</p> <p>Kisowera P. S. had 515 pupils at school and on the Excel sheet the figure was 524 pupils.</p> <p>Nakapinyi P. S. had 516 pupils at schools and the Excel sheet had a figure of 497 pupils.</p> <p>The variations in enrollment figures, rendered the enrollment data submission for Mukono LG inaccurate and inconsistent with the EMIS report and PBS.</p>	<p>0</p>

Governance, oversight, transparency and accountability

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

Maximum 4 for this performance measure

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

There was evidence from the record of minutes seen that the Education and Health Services Standing Committee of Council responsible for Education met and discussed service delivery issues during the following committee sessions:

1. On 28th May 2019: Outputs from the Sectoral Committees that scrutinised the Budget and Status of Amendments to the Draft District Budget FY 2019/2020;

2. On 15th May 2019 in the District Council Chamber, under:

a) Min 04/15/05/2019: Communication from Secretary for Health, and

b) Min 05/15/05/2019: Presentation by the District Health Officer.

3. On 19th Dec 2018 in the District Council Chamber, under:

a) Min 02/19/12/2018: Communication from the Chairperson;

b) Min 03/19/12/2018: Presentation from the District Health Officer;

c) Min 04/19/12/2018: Reactions and Discussions.

4. On 12th Dec 2019 in the District Council Chamber, under Min 06/12/12/2018: Presentation by the Heads of Departments – Education and Health.

5. On 27th Sept 2018, under Recommendation of the Education and Health Sector Standing Committee to the District Council.

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

Maximum 4 for this performance measure

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

There was evidence from the record of minutes seen that the Education and Health Services Standing Committee of Council responsible for Education presented issues that required Mukono District Council's approval during the following Council sessions:

1. On 31st May 2019 in the District Council Chambers Hall, under Min 13/MDC/2019: Motion 1 – Motion Seeking Council approval for:

- a) Mukono District Budget estimates 2018/2019;
- b) Mukono District Revenue Enhancement Plan and Charging Policy 2019/20, and
- c) Procurement Plan 2019/20.

2. On 28th May 2019 in the District Council Chambers Hall, under Min 27/COU/18:

- a) Motion 1 – Seeking Council approval of Mukono District Budget estimates 2018/2019;
- b) Motion 3 – Laying of Committee Reports to Council. Item 3.5 – Health and Education Services Committee Report.

3. On 29th March 2019 in the District Council Chambers Hall, under Min 5/MDC/2019: Motion laying of:

- a) Mukono District Budget speech and Departmental Work Plans and Budget for FY 2019/2019;
- b) Mukono District Procurement Plan FY 2019/2020;
- c) Min 8/MDC/2019: Adjournment and Reconstituting the Council Sectoral Standing Committees.

4. On 21st Dec 2018 in the District Council Chambers Hall, under Min 52/MDC/2018: Motion 1 – Tabling of Committee Reports. Item 52.1.1 – Health and Education Committee Report.

<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>Mukono District Education Department established functional SMCs in all 187 primary schools. They held meetings with regular budget and resources discussions. Reports were periodically submitted to DEO.</p> <p>The 5 schools sampled did prove this to be true:</p> <p>Nakapinyi P. S.</p> <p>The school held SMC meetings as follows:</p> <p>SMC meeting for Term 3 2018 was held on 04/10/2018 6 people attended and 3 were female.</p> <p>10/08/2018 there was a SMC meeting and 9 people attended with 4 female and 5 male.</p> <p>On 25/02/2019 SMC members met at the school.</p> <p>Namawojjolo C/U P. S.</p> <p>SMC meeting of 24/10/2018 12 members attended and 7 were female..</p> <p>SMC meeting of 22/06/2019 13 members attended and 7 were female.</p> <p>SMC meeting of 07/03/2019 12 members attended and 8 were female.</p> <p>Kisowera P. S.</p> <p>20/10/2018 SMC meeting for term III 2018.12 members attended and 7 were female.</p> <p>Term 1 2019 &Term 2 2019 there were no SMC meetings as the school was in a transition period for change of SMCs.</p> <p>From the files checked in as much as the schools had established SMCs not all of them held the statutory meeting every term making for 3 meetings a year. The number of schools with 3 meetings a year were 153 of the 187 schools an equivalent of 89%.</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>	<p>Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</p>	<p>Mukono District LG Education Department had publicized all schools receiving non-wage recurrent grants through posting on a public notice board. At the time of inspection, copies had been filed by the officer and were presented as evidence.</p> <p>In schools visited, UPE was displayed as here below:</p> <p>Nakapinyi P. S.</p> <p>2018 Term III UPE on display was Ug Shs 1,536,016/-;</p> <p>Term 1 2019 UPE displayed was Ug Shs 1,536,000- and</p> <p>Term 2 2019 UPE on display was Ug Shs 1,695,169-.</p> <p>Namawojjolo C/U P. S.</p> <p>UPE Term 3 2018 received on 31.10.2018 was Ug Shs 2,047,047/-;</p> <p>UPE Term 1 2019 received on 08/02/2019 Ug Shs 2,068,456- and</p> <p>UPE for term 2 2019 received on 24/05/2019 was Ug Shs 2,065,500/-.</p> <p>Kisowera P. S.</p> <p>UPE for Term 3 2018 displayed was 1,455,854/- ;</p> <p>Term 1 2019 UPE displayed was Ug Shs 1,607,445/- and</p> <p>Term 2 2019 the UPE on display was Ug Shs 1,778,359/- .</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>	<p>• 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>	<p>Mukono District Education sector submitted procurement requests to PDU that covered all investment items in the approved Sector annual work plan and budget on time by 23/04/2019 and it was signed for on 26/04/2019.</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>	<p>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</p>	<p>Mukono District Local Government Education department maintains a separate file for payments for Education sector and all payments were timely certified and recommended as per copy of the following sampled contracts;</p> <ul style="list-style-type: none"> • Contract No Muko542/wrks/17-18/00003 construction of a 2 classroom block with an office and store including furniture by Nali Contractors Ltd at st. Joseph Ssozi Primary School in Mpatta Sub County. The payment was initiated on 25/10/2018, certified and recommended on 18/1/2019 and payment was made on 8/2/2019 as seen on voucher No. 21729130. This payment was made 20 in days after approval • Contract No Muko542/wrks/17-18/00006 construction of 8 in 1 staff houses with kitchen by M/S Pera Investments Ltd at Bunyiri. The payment was initiated on 15/4/2019, certified and recommended on 24/4/2019 and payment was made on 24/4/2019 as seen on voucher No. 21526927. This payment was made in 1 day after approval 	<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>There was evidence of timely submission of quarterly reports from the Education Department as follows:</p> <p>4th Quarter Report was submitted on 11th July 2019, 3rd Quarter Report on 10th April 2019; 2nd Quarter Report on 08th January 2019 while 1st Quarter Report was submitted on 12th October 2018.</p>	<p>4</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 <ul style="list-style-type: none"> 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>There was six (6) Internal Audit queries as per all the 4 Internal audit reports.</p> <p>The sector response were for quarter 1 and 3 and no responses addressing the audit queries of quarters 2 and 4 and therefore not all audit queries were responded to.</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>Mukono District LG Education Department in consultation with the gender focal person disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skill</p> <p>This was evidenced from schools visited e.g. at Namawojjolo C/U P S there was evidence of training by Senior Woman Teacher to girls in making of re-usable pads. There was also training of teachers on how to handle girl child development and dissemination of giudelines.</p>	2
<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>Mukono District 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</p> <p>This was evidenced in schools visited (Namawojjolo and Kisowera P. S.) where training had been done in teeth cleaning and the trained teachers were to train pupils and parents on the essence of having clean teeth and how to keep the teeth clean.</p>	2
<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>Mukono District Education Department has well established and approved School Management Committees and has fulfilled the guideline on gender composition. This was evidenced in the schools visited as follows:</p> <p>a) Nakapinyi P. S. SMC had 12 members with 4 Female members;</p> <p>b) Namawojjolo C/U P. S. The school had 12 members on SMC with 8 female members and</p> <p>c) Kisowera P.S. had a SMC of 12 members 6 of whom are female.</p>	1
<p>LG Education department has ensured that guide- lines 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>Mukono District LG Education Department in collaboration with Environment Department issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.).</p> <p>This was evidenced in the schools visited where sub county environment officers had conducted training on tree planting, planting of grass and general compound management. School vegetable seed beds were prepared for children to transfer and plant in their homes and teachers promised to visit the pupils' gardens. This was in Namawojjolo P. S. and Kisowera P. S.</p>	1

<p>LG Education department has ensured that guide- lines 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>Evidence in form of a report was availed to prove that Mukono District Education Department school infrastructure projects were screened before approval for construction using the checklist for screening of projects in the budget guidelines, risks were identified and mitigation actions included.</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines 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>The Environment Officer and Community Development Officer visited the sites and checked on projects' compliance with mitigation plans. This was evidenced in the Environmental Compliance Report for Projects in 2018-2019 of 06/05/2019 for the following projects:</p> <ul style="list-style-type: none"> a) Mansa Eden P.S. Construction of a 2-classroom block; b) St Andrew Ntenjeru P. S construction of a 2-Classroom block; c) Magogo P. S. construction of a 5-stance pit latrine; d) Kasambya P. S. construction of a 5- stance emptiable pit latrine; e) Lukonde P. S. construction of a 5-stance emptiable pit latrine; f) Nakirubi Rural Growth Centre Kangulumira construction of a 5 stance pit latrine; g) Bwalala C/U P. S. construction of a staff house and toilet; h) Kizike P. S. completion of classroom block and i) Ndeeba C/U P.S. renovation of staff house. 	<p>1</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>There was evidence that Mukono LG filled the structure for primary health care workers with a wage bill provision from PHC wage for the current FY. The LG approved structure comprised of 450 primary health workers. The number of positions filled as of June 2019 was 384. As a result, the staffing level was calculated at 85.5%.</p>	8
<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>There was evidence that the Mukono LG health department submitted a comprehensive recruitment plan to the HRM for the current financial year covering vacant positions of primary health care workers.</p> <p>On 13/11/2018, the DHO submitted a recruitment plan for FY 2019/20 to the Chief Administrative Officer copied to the Principal Human Resource officer Mukono LG and requested them to fill 23 critical vacant posts under replacement category. The Recruitment request indicated the category of positions that needed to be replaced, the salary scale for the proposed positions, and the number of vacant positions to be filled.</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>There was evidence that all the 5 (100%) Health facility In-charges sampled were appraised in FY 2018/2019 as follows;</p> <p>Healthy Facility In-charge for Kyampisi H/CIII (Bako Anne Kazimoto), the Healthy facility In-charge for Kasawo H/C III (Tamale Isa), the In-charge for Katoogo HCIII (Jjumba Williams) and the Healthy facility In-charge for Kojja H/C IV (Dr. Kigonya Kenneth Deo) were all appraised on 30th/10/2019. The Healthy facility In-charge for Kabanga H/CIII (Ssebunya Isaa) was appraised on 29th/08/2019.</p>	8

<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>There was evidence that Mukono LG health department deployed health workers across health facilities and in line with the lists submitted with the budget for the current FY.</p> <p>The health worker's deployment list obtained from the DHO's office was similar to the lists in the PBS. The 4 sampled health facilities including Kojja HC IV, Kyampisi HC III, Kasawo HC III, and Kasana HC II had relatively similar staff cadres as indicated on the staff lists submitted with the budget. 2 of the 4 health facilities had more staff than indicated on the staff deployment list obtained from DHO's office and the other 2 health facilities (Kasawo HC III and Kasana HC II) were short in staff. Overall, the staff numbers at the sampled at the health facilities tallied with those in the PBS.</p> <p>St. Francis Naggalama Hospital, a PNFP hospital was sampled because it was noted to have staff cadres equivalent to 159 staff. Staffing level and deployment at this PNFP hospital was recorded at 100%.</p>	4
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>There was no evidence that the DHO's office communicated prioritized guidelines, policies and circulars issued by the national level in the previous FY to the health facilities.</p> <p>The MoH prioritized guideline 'SECTOR GRANT AND BUDGET GUIDELINES TO LOCAL GOVERNMENTS, FY 2019/2020' was not among the guidelines (booklets) at the DHO's office neither was it among the documents acknowledged and received/signed against by health facility in charges.</p> <p>An electronic version of the prioritized guideline was sent out to a Whatsapp group known as 'Mukono RBF Team' that included all health facility in charges in Mukono LG on 03/07/2019. An email was also sent out to PNFP health units with the said guideline on 01/08/2019.</p> <p>From the sampled health facilities, St. Francis Naggalama Hospital, a PNFP Hospital acknowledged receipt of the PHC funds but not the guideline for FY 2019/2020 bringing the score to 0.</p>	0
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/MHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>There was evidence that the DHO held meetings with health facility in charges and among other things explained guidelines, policies, issued by the national level.</p> <p>'Minutes of Joint Medical Stores (JMS) Business Development meeting held with health facility in charges on 7th March 2019 in the medical boardroom' under min.04/07/03/19 explained a guideline on RBF.</p> <p>Thereafter a circular was sent out to all health facility in charges on 11/03/2019 guiding them how to actualize the Health Unit Procurement Committee among other things.</p>	3

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>There was no evidence that the DHT supervised 100% of HC IVs and district hospitals including PNFPs receiving PHC grant at least once in a quarter.</p> <p>Support Supervision reports obtained from the DHO's office indicated that Kojja HC IV was supervised in 1st Quarter and 3rd Quarter but not 2nd and 4th Quarters.</p> <p>St. Francis Naggalama Hospital a PNFP receiving PHC grant was not supervised in 3 out of the 4 quarterly reports reviewed at the DHO's office.</p> <p>Facility records from Kojja HC IV indicated that the health facility was support supervised on 30/08/2018; 08/09/2018; 27/11/2018; 20/12/2018; 05/03/2019; 06/03/2019; and 14/05/2019.</p> <p>However, St. Francis Naggalama Hospital records indicated that support supervision from the DHO's office was conducted on the 03/11/2018 and 24/06/2019, a clear indication that supervision was not done for each quarter in the last FY.</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>There was evidence that the DHT ensured that HSD supervised lower level health facilities within the previous Financial Year.</p> <p>Quarterly HSD support supervision reports of lower level health facilities were obtained from the DHO's office and these indicated that 35 out of 36 (97.2%) lower level health facilities were supervised in the previous FY hence the score of 2.</p> <p>Facility records reviewed at the 3 lower level sampled health facilities indicated that support supervision was conducted in the previous FY as reflected below:-</p> <p>Kasawo HC II received support supervision from the DHT on 09/07/2018; 26/09/2018; 10/01/2019; 28/03/2019; 25/04/2019; 07/05/2019; 12/06/2019; and 20/06/2019.</p> <p>Kyampisi HC III received support supervision from the DHT on 14/08/2018; 12/09/2018; 21/11/2018; 07/03/2019; 29/04/2019; 23/05/2019; and 18/06/2019.</p> <p>Kasana HC II received support supervision from the DHT on 09/07/2018; 06/11/2018; and 17/06/2019.</p>	<p>2</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>There was evidence that all the 4 quarterly reports were discussed and used to make recommendations in each quarter for corrective actions during the previous FY.</p> <p>The Bi-monthly meeting held on 21/05/2019 at the DHO's office under 'Min 4/5/29' 'Reports from HSD' discussed findings of the few health facilities supervised in that FY and challenges that were faced in completing the activity.</p> <p>During the 'Quarter two District Performance Review meeting for HIV held on 17th May 2019' under minute 4, quarter 2 performance of Mukono LG was commended.</p>	<p>4</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the recommendations are followed up and specific activities undertaken for correction: score 6 	<p>There was evidence that recommendations were followed up and specific activities undertaken for correction.</p> <p>Recommendations from the quarterly meeting minutes regarding support supervision issues were made for corrective action and responsible persons for follow up were assigned. In addition, the support supervision and monitoring reports by the DHT discussed, made recommendations and identified the responsible persons to take up corrective action.</p>	6
<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>There was evidence that Mukono LG submitted accurate / consistent data for the health facilities that received PHC funding and were consistent with both HMIS reports and PBS.</p> <p>All the 41 health units that received PHC funding under Mukono District were reviewed for consistency and accuracy in reporting. These were:-</p> <p>St. Francis Naggalama Hospital, Kojja HC IV, Mukono COU HC IV, Kabanga HC III, Kasawo HC III, Katoogo HC III, Koome HC III, Kyabazaala HC III, Kyampisi HC III, Mpungwe HC III, Nabalanga HC III, Nagojje HC III, Nakifuma HC III, Namuganga HC III, Seeta Nazigo HC III, Kyetume SDA HC III, Noah's Ark HC III, Bugoye HC II, Bulika HC II, Buntaba HC II, Ddamba HC II, Joseph Mukasa HC II, Kansabwe HC II, Kasenge HC II, Kasana HC II, Kateete HC II, Katente HC II, Kigogola HC, Kimenedde HC II, Kiyoola HC II, Kyabalogo HC II, Mbaliga HC II, Mpoma HC II, Nyende HC II, Namasumbi HC II, Seeta Kasawo HC II, Waggala HC II, Bukerere HC II, Good Samaritan HC II, Kasawo Mission HC II, and Namuyenje HC II.</p> <p>Reporting rate for all the 5 health units was at 100% for all the 4 quarters in the Previous FY and in the 1st quarter of FY 2019/2020. Facility records from the sampled facilities revealed accurate records.</p>	10
<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>There was evidence from the record of minutes seen that the Education and Health Services Standing Committee of Council responsible for Health met and discussed service delivery issues during the following committee sessions:</p> <ol style="list-style-type: none"> On 28th May 2019: Outputs from the Sectoral Committees that scrutinized the Budget and Status of Amendments to the Draft District Budget FY 2019/2020; On 15th May 2019 in the District Council Chamber, under: <ol style="list-style-type: none"> Min 04/15/05/2019: Communication from Secretary for Health, and Min 05/15/05/2019: Presentation by the District Health Officer. On 19th Dec 2018 in the District Council Chamber, under: <ol style="list-style-type: none"> Min 02/19/12/2018: Communication from the Chairperson; Min 03/19/12/2018: Presentation from the District Health Officer; Min 04/19/12/2018: Reactions and Discussions. On 12th Dec 2019 in the District Council Chamber, under Min 06/12/12/2018: Presentation by the Heads of Departments – Education and Health. On 27th Sept 2018, under Recommendation of the Education and Health Sector Standing Committee to the District Council. 	<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>There was evidence from the record of minutes seen that the Education and Health Services Standing Committee of Council responsible for Health presented issues that required Mukono District Council's approval during the following Council sessions:</p> <ol style="list-style-type: none"> On 31st May 2019 in the District Council Chambers Hall, under Min 13/MDC/2019: Motion 1 – Motion Seeking Council approval for: <ol style="list-style-type: none"> Mukono District Budget estimates 2018/2019; Mukono District Revenue Enhancement Plan and Charging Policy 2019/20, and Procurement Plan 2019/20. On 28th May 2019 in the District Council Chambers Hall, under Min 27/COU/18: <ol style="list-style-type: none"> Motion 1 – Seeking Council approval of Mukono District Budget estimates 2018/2019; Motion 3 – Laying of Committee Reports to Council. Item 3.5 – Health and Education Services Committee Report. On 29th March 2019 in the District Council Chambers Hall, under Min 5/MDC/2019: Motion laying of: <ol style="list-style-type: none"> Mukono District Budget speech and Departmental Work Plans and Budget for FY 2019/2019; Mukono District Procurement Plan FY 2019/2020; Min 8/MDC/2019: Adjournment and Reconstituting the Council Sectoral Standing Committees. On 21st Dec 2018 in the District Council Chambers Hall, under: <ol style="list-style-type: none"> Min 52/MDC/2018: Motion 1 – Tabling of Committee Reports. Item 52.1.1 – Health and Education Committee Report; Min 56/MDC/2018: Motion 4 – Requesting NFA for permission to utilise part of Nandagi Forest Reserve for the expansion of Kasenge HC II, and Min 57/MDC/2018: Motion 5 – Requesting Ministry of Health to approve Kasenge HC III and request for its staff and equipping. 	<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>There was evidence that all the health facilities and 1 hospital had functional HUMCs established.</p> <p>The 4 sampled health facilities and hospital all held 4 mandatory meetings, 1 meeting per quarter as shown below.</p> <p>St. Francis Naggalama Hospital held management Committee meetings on 24/08/2018; 13/11/2018; 22/02/2019; and 24/05/2019.</p> <p>Kojja HC IV held management Committee meetings on 26/09/2018; 12/12/2018; 25/02/2019; and 12/06/2019.</p> <p>Kyampisi HC III held management Committee meetings on 21/09/2018; 11/10/2018; 13/12/2018; 06/03/2019; and 29/05/2019.</p> <p>Kasana HC II held management Committee meetings on 16/10/2018; 11/12/2018; 19/02/2019; and 11/06/2019.</p> <p>Kasawo HC III held management Committee meetings on 27/09/2018; 1/11/2018; 29/03/2019; and 20/06/2019.</p>	<p>6</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>There was evidence that Mukono LG publicized all health facilities receiving PHC non-wage recurrent grants on the notice board outside the DHO's office for FY 2018/2019 and FY 2019/2020. A total of 41 health facilities were displayed</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>There was evidence that Mukono LG health department submitted a procurement plan to PDU that covered all investment items in the approved sector annual work plan and budget on time by April 30th of the current FY.</p> <p>It was noted that a procurement plan from the health department was submitted by the DHO on 12/03/2019 to the PDU and received the same day. It covered 7 items under PHC development funds, 5 of which were micro procurements and the 2 were for selected bidding.</p> <p>The micro procurements included:-</p> <ol style="list-style-type: none"> 1. Servicing of motor vehicles and motorcycles estimated to cost UGX 3,200,000 for all 4 quarters. 2. Minor repairs of motor vehicles and motorcycles estimated to cost UGX 2,000,000 for all 4 quarters. 3. Procurement of office stationery and computer toners estimated to cost UGX 6,000,000 for all 4 quarters. 4. Procurement of cleaning materials estimated to cost UGX 2,000,000 for all 4 quarters. 5. Minor renovation of DHO's office estimated to cost UGX 1,600,000 for 1st and 3rd quarters. <p>The selected bidding activities included:-</p> <ol style="list-style-type: none"> 1. Procurement for Fuel and Lubricants for motor vehicles and motorcycles estimated to cost UGX 24,000,000 for all 4 quarters. 2. Procurement of tyres and tubes for motor vehicles and motorcycles estimated to cost UGX 8,000,000 for quarter 2. 	<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>There was no evidence that Mukono LG health department submitted procurement request form PP1 to the PDU by 1st quarter of the current FY.</p> <p>All the LG PP Form 1 documents obtained from the DHO's office and the PDU were for budget year 2018/2019. There was none for the current FY 2019/2020 obtained from either office hence the score of 0.</p>	0
<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>Mukono District Local Government Health department maintains a separate file for payments for Health sector and all payments were timely certified and recommended as per copy of the following sampled contract; Contract No Muko542/wrks/18-19/00002 construction of a 2 stance VIP lined Latrine with two bathrooms and two urinals by CGAALI Investments Ltd at Damba HC III. The payment was initiated on 7/5/2019, certified and recommended on 10/6/2019 and payment was made on 21/6/2019 as seen on voucher No. 25282355. This payment was made in 11 days after approval.</p>	4
Financial management and reporting			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>There was evidence of timely submission of quarterly reports from the Health Department as follows:</p> <p>4th Quarter Report was submitted on 27th June 2019, 3rd Quarter Report on 12th April 2019; 2nd Quarter Report on 11th January 2019 while 1st Quarter Report was submitted on 12th October 2018.</p>	4
<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> If sector has no audit query: Score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points If all queries are not responded to Score 0 	<p>There were two (2) Internal Audit queries seen in Q1 and Q2 Internal audit reports.</p> <p>The Health sector responses were for only quarter 2 and there were no responses addressing the audit queries of quarter 1 so not all audit queries were responded to.</p>	0

Social and environmental safeguards			0
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>There was no evidence that all the Health Unit Management committees (HUMCs) met the gender composition of having a minimum of 30% female members on the committee.</p> <p>The following was the gender composition for each health unit sampled:-</p> <p>St Francis Naggalama Hospital HUMC members were composed of 5 females and 10 Males bringing the female composition to 33.3%.</p> <p>Kojja HC IV HUMC members were composed of 3 females and 4 Males bringing the female composition to 42.8%.</p> <p>Kyampisi HC III HUMC members were composed of 1 female and 3 Males bringing the female composition to 25%.</p> <p>Kasana HC II HUMC members were composed of 3 females and 3 Males bringing the female composition to 50%.</p> <p>Kasawo HC III HUMC members were composed of 4 females and 4 Males bringing the female composition to 50%.</p> <p>Kyampisi HC III HUMC members composition did not meet the minimum 30% female member composition hence brought the score down to 0.</p>	
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>There was evidence that Mukono LG issued guidelines regarding sanitation management at the health facilities including separating facilities for men and women. Sanitation guidelines were present at the District Health department offices. It is from these guidelines that hand washing charts / posters were created and distributed across all health facilities in the district.</p> <p>From the 5 sampled health facilities of St. Francis Naggalama Hospital, Kojja HC IV, Kyampisi HC III, Kasana HC II and Kasawo HC III, hand washing posters or labels were evident at points of hand washing.</p> <p>Sanitary facilities at all the 5 sampled health units were separated against gender and were well labelled.</p>	2
<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 was evidence that all Mukono LG health facility infrastructure projects were screened before approval for construction using the checklist for screening of projects in the budget guidelines. Where risks were identified, the screening forms included mitigation measures. Since the proposed health facility infrastructure projects for FY 2019/2020 were yet to commence in Quarter 3, the following health facility infrastructure projects were screened for FY 2018/2019:-</p> <p>On 16/10/2018, a screening report with suggested mitigation measures was compiled for the construction of 2 VIP latrines at Damba Health center II. (PHC funded project)</p> <p>On 31/10/2018, a screening report with suggested mitigation measures was compiled for the construction of OPD at Kasawo Health center III. (DDEG funded project)</p>	2

<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>There was evidence that the environment officer and the community development officer visited the sites and checked whether the mitigation plans were complied to.</p> <p>The 'Environment and social certification form for local government projects' was issued (signed and stamped) on 30/09/2019 for the construction of 2 VIP latrines at Damba HC II by the Director Natural resources Mukono District and the District community development officer after physical evaluation of the implementation progress.</p> <p>A 'report on monitoring implementation of social and environmental mitigation measures and environmental audit of kasawo Health center III (OPD)' was signed by the Director Natural Resources on 05/07/2019 after physical evaluation of the implementation progress.</p>	<p>2</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>There was evidence that Mukono LG issued guidelines on medical waste management.</p> <p>At the DHO's office, there was a national guideline on infectious medical waste management from which charts of medical waste segregation were adopted and distributed across health facilities in Mukono LG.</p> <p>The 5 sampled health facilities of St. Francis Naggalama Hospital, Kojja HC IV, Kyampisi HC III, Kasana HC II and Kasawo HC III had in possession medical waste segregation charts pinned up on specific walls.</p> <p>Color coded waste bins were present at all the 5 health facilities visited.</p>	<p>4</p>

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>The overall LG safe water coverage was 66.2% according to the DWO MIS for FY 18/19.</p> <p>In accordance with the final AWP approved by Rural Water Supply and Sanitation Department and received by the PS MoWE on 6/08/2019(Ref. Ref HRM/MKN/158/01)the targets were as follows:</p> <p>1 GFS in Koome (Koome-Bugombe sub county at 20.9%) 30 boreholes for rehabilitation Kimenyedde (71%), Ntunda(69.7%),Kyampisi(58.4%),Nakisunga(77.9%),Mpatta-Ntenjjeru(57.2%),Seeta-Namuganga(68.3%) and Kasawo(86.9%) sub counties 10 boreholes to be drilled in Seeta-Namuganga (68.3%), Kisonzi, Kasawo (86.9%), Mpunge-Ntenjjeru (57.2%), Nakisunga (77.9%) and Kyampisi (58.4%) subcounties.</p> <p>Completion (Phase II &III) for Mayangayanga piped water scheme in Kimenyedde sub county (71%) was planned.</p> <p>Of the 9 subcounties targeted 2 are below the overall district coverage and therefore the overall target subcounties allocations for FY 19/20 were 22%.</p>	0
<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. <ul style="list-style-type: none"> 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>The implemented water projects according to the annual report of FY 18/19(pages 7- 9) submitted to PS MoWE on 6th August 2019(Ref: WAT/MKN/752/01) were as follows:</p> <p>5 new boreholes in Nabbale (69.5%), Kasawo (86.9%), Naggojje (76.9%), Nakisunga (77.9%), Mpunge-Ntenjjeru (57.2%) subcounties.</p> <p>Mayangayanga rural growth center (RGC) piped water scheme in Kimenyedde (71%) sub county.</p> <p>29 boreholes rehabilitated in Kyampisi (58.4%), Ntenjjeru-Kojja (57.2%), Nama (62.7%), Seeta Namuganga (68.3%) and Kasawo (86.9%) subcounties.</p> <p>Of the 10 subcounties targeted 4 are below the overall district coverage and therefore the overall target subcounties implementing water projects for FY 18/19 were 40%,</p> <p>However 100% of all water projects in the 4 subcounties were implemented as per the evidence from the annual report of FY 18/19</p>	15
Monitoring and Supervision			

<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>In accordance with the annual report of FY 18/19(page 7) submitted to PS MoWE on 6th August 2019(Ref: WAT/MKN/752/01) the LG implemented water projects were as follows:</p> <p>5 new boreholes in Nabbale, Kasawo, Naggojje, Nakisunga and Mpunge-Ntenjeru sub counties.</p> <p>Mayangayanga rural growth center (RGC) piped water scheme.</p> <p>18 boreholes for rehabilitation in Kyampisi, Ntenjeru-Kojja, Nama Seeta Namuganga, and Kasawo sub counties.</p> <p>There was evidence of monthly monitoring of each of these projects with photo evidence of the visits. The monitoring reports were dated as below:</p> <p>13th May 2019, 14th May 2019, 11th April 2019, 12th March 2019, 10th Feb 2019, 15th Jan 2019, 5th Dec 2018, 4th Nov 2018, 4th Oct 2018, 6th Sept 2018 and 3rd Aug 2018.</p> <p>From the reports it was evident that 24 monitoring reports were available for the 24 water projects implemented in FY 18/19 which was indicative of 100% monitoring for all WSS facilities.</p>	<p>15</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 	<p>Form 4s for the new borehole sources and form 1s for the 29 rehabilitated boreholes were submitted as per the evidence in the district annual report FY 2018/19 and the form 4s submitted on 6th August 2019(page 9).</p> <p>The indicative data from the MIS of MoWE were as follows:</p> <ol style="list-style-type: none"> 1. Protected springs(650); 2. Shallow wells(303); 3. Deep boreholes(417); 4. Rain water harvesting tanks(172); 5. Dams(3); 6. Valley tanks(0); 7. Public stand posts(140); 8. YT(290); 9. HH(339); and 10. IC(22). <p>The indicative figures from the DWO were as below:</p> <ol style="list-style-type: none"> 1. Protected springs(589); 2. Shallow wells(329); 3. Deep boreholes(484); 4. Rain water harvesting tanks(182); and 5. GFS tap stands(80). <p>From the figures above, it was concluded that the district information and data is inconsistent with the data from the MIS of MoWE.</p>	<p>0</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"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>From the FY 2018/19 PBS the targets for water sources were as follows:</p> <ol style="list-style-type: none"> Boreholes were planned to be drilled in five water stressed areas(The list of locations was not availed). Rehabilitation of boreholes in eighteen locations(The list of locations was not availed). <p>From the form 4s and form 1s dated 27th March 2019, the lists of water facilities of completed water projects were as below:</p> <p>New boreholes:</p> <ol style="list-style-type: none"> Busaabala(Nabbale sub county); Kikanula(Mukono North); Kisanyufu(Mukono North); Kateete mosque(Nakifuma); and Buzzu(Mukono south). <p>Rehabilitated boreholes:</p> <ol style="list-style-type: none"> Foogo; Namuganga East Cip; Kiwanuka; Gimbi SDA; Namanoga Community church; Abdurahman P/s; Bulwankuyege; Gimbi 2; World Vision; Mawoo school of deaf; Luwunga; Buyuki-Nama; Kakoola P/S; Katoogo Health center; Buyuki-Katoogo; Bubumbi; Lufula; Kyampisi; Namirembe; and Kito. <p>The numbers of water facilities were consistent with the plans but no lists of locations were availed in the PBS so comparisons of the names of locations were not possible.</p>	<p>0</p>
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<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>There was evidence that the DWO submitted procurement requisitions before April 30th as follows:</p> <ol style="list-style-type: none"> Procurement requisition for major rehabilitation of 18 boreholes(UGX 16,200,000) dated 20/02/2019 and ref no: Muko 542/Srvcs/18-19/010 to M/S Mastak investments Ltd. Procurement requisition for borehole siting and drilling supervision (UGX 19,470,000) dated 17/9/2018 and ref no: Muko 542/Srvcs/18-19/008 to M/S Aquatech Enterprise (U) Ltd. Procurement requisition for supply of borehole construction and rehabilitation equipment (UGX 70,900,000) dated 28/02/2019 and to M/S Victoria pumps. 	<p>4</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 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 drilling and rehabilitation of boreholes was managed under the framework contract procured directly from MoWE. The district owns a drilling rig and therefore did not contract out borehole drilling works. Aquatech Enterprises (U) Ltd was responsible for supervision of borehole drilling and submitted reports under reference Muko542/Srvcs/18-19/008.</p> <p>There was a contract agreement between Mukono LG and M/s Victoria pumps for the construction of the water supply system in Mayangayanga signed on 17th May 2018.</p> <p>Site meetings between Mukono LG and Victoria pumps with evidences of minutes of site meetings between Mukono LG and Victoria pumps dated 7th August 2018.</p> <p>Victoria pumps provided 2 progress reports dated 13th may 2019 and September 2019.</p> <p>There was evidence of appointment of contract managers for borehole rehabilitation(Mr.Dennis Nadduli), borehole siting(Mr.Kasumba Wasswa) & drilling and borehole construction materials(Mr.Dennis Nadduli) all dated 28 August 2018 and appointments made by the District Water officer.</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>Mayangayanga water supply system has 136m3 reservoir tank located at N 0.493786 E 32.815349 with a chain-link fence. The transmission pumping mains from intake (2 boreholes) to reservoir is 1.7km. The boreholes have a total discharge capacity of 24m3/hr.</p> <p>The system had not yet been commissioned and therefore not functional.</p> <p>This phase of the system was found to have been constructed according to the design and specifications</p> <p>Busaabala borehole (DWD 53968) gps coordinates N0.572612 E32.788215 had a well-constructed apron and 3m drainage and soak pit.</p> <p>Kalagala-Kkamula (DWD 53992) gps coordinates No.462538 E32.704011 had a well-constructed apron with at least 3m drainage. These were all in accordance with the designs and specifications.</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>There was evidence of completion and handover reports for boreholes at Buzzu, Katete mosque, Nakasajja and Kalagala on 4th September 2019.</p> <p>As further evidence a completion report for Mayangayanga water supply scheme was submitted dated 4th April 2019.</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>There was evidence of certificates of completion for rehabilitation of boreholes as follows;</p> <ol style="list-style-type: none"> Buzzu 4th September 2019; Katete 4th September 2019; Nakasajja 4th September 2019; and Kalagala 4th September 2019. <p>A completion report for Mayangayanga water supply scheme (phase I) was submitted dated 4th April 2019.</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>Mukono District Local Government Water department made payments for Water sector and all payments were timely certified and recommended as per copy of the following sampled contracts;</p> <ol style="list-style-type: none"> Contract number: MUKO/542/WRK/17-18/013: a contract of Phased construction of mayangayanga piped water supply system by M/s Victoria pump Ltd. V/NO: 21308765 initiated on 24/5/2019 recommended and certified on 24/5/2019 and 13/5/2019 respectively. This Payment with a tax invoice 19-006 of UGX 332,927,204 was done on 21/6/2019 and it was made in 29days. Contract number: MUKO/ 542/SRVES/17-18/013: a contract of Test pumping casting and installation of Boreholes by M/s Mastak Investments Ltd. V/NO: 20290135 requested on 6/2/2018 and certified on 3/4/2018 and this payment was made on 12/11/2018. This payment was made in 26days. Local Purchase Order (LPO): 00552: Contract of supplying of drilling materials for water development by Victoria pumps Ltd. V/NO: 21040696 was initiated/requested on 4/12/2018, certified and recommended on 28/11/2018 and payment was made on 17/12/2018.This payment was made in 20days. 	<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 Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>There was evidence of timely submission of quarterly reports from the Water Department as follows:</p> <p>4th Quarter Report was submitted on 08th July 2019, 3rd Quarter Report on 11th April 2019; 2nd Quarter Report on 10th January 2019 while 1st Quarter Report was submitted on 04th October 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 <ul style="list-style-type: none"> o If sector has no audit query score 5 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 3 <p>If queries are not responded to score 0</p>	<p>There was only one Internal Audit query seen which was about failure to pay salaries for drainage crew and this particular query was not addressed/responded to.</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>There was evidence from the record of minutes seen that the Works and Technical Services Standing Committee of Council responsible for Water met and discussed service delivery issues during the following committee sessions:</p> <ol style="list-style-type: none"> 1. On 14th Feb 2019 under Min 10/WTSC/2018/19: Presentations from (a) District Engineer and (b). District Water Officer; 2. Min 11/WTSC/2018/19: Discussions on Presentations in Min 10 and Way Forward; 3. On 13th Dec 2018 under Min 3/WTSC/2018/19: Presentations by the District Engineer, and 4. Min 4/WTSC/2018/19: Presentations by the District Water Officer. 	<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>There was evidence from the record of minutes seen that the Works and Technical Services Standing Committee of Council responsible for Water presented issues that required Mukono District Council's approval during the following Council sessions:</p> <p>1. On 31st May 2019 in the District Council Chambers Hall, under Min 13/MDC/2019: Motion 1 – Motion Seeking Council approval for:</p> <p>a) Mukono District Budget estimates 2018/2019;</p> <p>b) Mukono District Revenue Enhancement Plan and Charging Policy 2019/20, and</p> <p>c) Procurement Plan 2019/20.</p> <p>2. On 28th May 2019 in the District Council Chambers Hall, under Min 27/COU/18:</p> <p>a) Motion 1 – Seeking Council approval of Mukono District Budget estimates 2018/2019;</p> <p>b) Motion 3 – Laying of Committee Reports to Council. Item 3.3 – Works and Technical Services Committee Report.</p> <p>3. On 29th March 2019 in the District Council Chambers Hall, under Min 5/MDC/2019: Motion laying of:</p> <p>a) Mukono District Budget speech and Departmental Work Plans and Budget for FY 2019/2019;</p> <p>b) Mukono District Procurement Plan FY 2019/2020;</p> <p>c) Min 8/MDC/2019: Adjournment and Reconstituting the Council Sectoral Standing Committees.</p> <p>4. On 21st Dec 2018 in the District Council Chambers Hall, under Min 52/MDC/2018: Motion 1 – Tabling of Committee Reports. Item 52.1.4 – Technical Services and Works Committee Reports.</p>	<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>There was evidence of Quarter 2 development release (UGX 217,753,587) dated 23rd October 2018 displayed on the notice board duly signed and stamped by the CAO and Quarter 3 development release (UGX 217,753,587) dated 9th January 2019 was displayed on the notice board duly signed and stamped by the CAO.</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 sign board for Mayangayanga water supply scheme was clearly marked as follows:</p> <p>Project: Construction of water supply and sanitation facilities at Mayangayanga-Nakibano-Kasana rural growth centers.</p> <p>Client: Mukono Local Government</p> <p>Funder: Government of Uganda</p> <p>Project Manager: District Water Officer</p> <p>Contractor: M/s Victoria Pumps Ltd</p> <p>Borehole I</p> <p>Busaabala village (DWD 53968), completion date: 13/03/2019.</p> <p>Borehole II</p> <p>Kalagala-Kikamula (DWD 53992) completion date 22/08/2019.</p>	2
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>There was evidence of best evaluated bidders notice duly signed and stamped by the CAO displayed on the procurement and disposal notice board.</p> <p>Ref: FIN/MKN/105/01 dated 16th July 2018, procurement ref no. Muko542/Srvcs/18-19/012 with best bidder as M/s Mastak Investments Ltd.</p> <p>Ref: FIN/MKN/105/01 dated 16th July 2018, procurement ref no. Muko542/Srvcs/18-19/009 with best bidder as Victoria Pumps Ltd.</p>	2
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>Evidence of community applications include but not limited to:</p> <ol style="list-style-type: none"> Kikera LC1 10/10/2019; Mengo Kojja 13/10/2019; Buteera 14/9/2019; Kyabazaala application form 6/1/2019; Namanoga 19/02/2019; and Namugongo East 11/02/2019 	1
<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 sampled and visited boreholes in Busaabala village (DWD 53968) and Kalagala-Kikamula (DWD 53992) were fully functional and fenced with duly appointed members to the water and sanitation committees.</p>	2
Social and environmental safeguards			

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>There was evidence of screening and ESIA certification form MKN/WD/B.H/DWD 53990,53970, Busabaala, Buzu and Kagulu.</p> <p>The environmental screening for all the 5 boreholes was presented and duly stamped and endorsed by the Natural resources department.</p> <p>Kalagala (18/6/2019), Nkoko (13/6/2019), Buzu (6/6/2019), Kagulu (18/6/2019), Busaabala (4/6/2019)</p> <p>From the field observations most of the proposed mitigation measures were implemented.</p> <p>There was also further evidence of environmental screening and ESIA in the design report for Mayangayanga water supply system of May 2017(pages 81-107)</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>From the sampled water sources (Busaabala borehole - DWD 53968, Kalagala-Kkamula -DWD 53992) in the field the proposed mitigation measures as per environmental checklists were followed and the environment from the sampled sources seems relatively restored or undisturbed.</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 clause on environmental management and protection were implied through the Bills of Quantities certified by the senior water officer under the platform casting and installation bill 4.4 at UGX 150,000</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>Evidence per subcounty was sourced from the District software report in the annual report for FY 2018/19</p> <p>Percentage of women in key positions by subcounty</p> <p>Kasawo (56.9), Seeta Namuganga (53.7), Ntenjjeru (46.7), Ntunda (52.5), Nakisunga (44.8), Nagojje (51.8), Nabbale (54.2), Kyampisi (68.1), Kimenyedde (47.9), Goma (44.3), Nama (44.7)</p> <p>Therefore the overall was deduced as 51.4%.</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>No public sanitation facilities were constructed under the water grant.</p>	<p>3</p>