



LGMSD 2024/25

Tororo District

(Vote Code: 554)

Assessment

Scores

PMs and Indicators to Incentivise Delivery of Quality and Usable Visible Outputs (Infrastructure Assets)	29%
PMs and Indicators to Incentivise Delivery of Accessible, Quality and Efficient Education Services	89%
PMs and Indicators to Incentivise Delivery of Accessible, Quality and Efficient Health Services	22%
PMs and Indicators to Incentivise Delivery of Accessible, Quality and Efficient Water and Sanitation Services	24%
PMs and Indicators to Incentivise Delivery of Accessible, Quality and Efficient Micro-scale Irrigation Services	80%
PMs and Indicators to Incentivise Delivery of Accessible, Quality and Efficient Production Services	87%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Quality				15
1	Evidence that the LG constructed/installed all infrastructure projects in the previous FY (completed or on-going) as per design/ specifications (and approved layout suitable to site conditions and sub-programme norms).	From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY: From LG Engineer collect: • Approved Designs and site layout • Sample at least 6 projects (1 per sub-program where there is an infrastructure project implemented) from the previous FY and check for compliance with designs and layout. If all infrastructure comply to design/ specifications and approved layout for all sampled projects score 15 or else 0 If the LG has no approved design/ specifications and approved layout for all sampled projects score 0	There was evidence of compliance to the layouts, designs and specifications for all the projects sampled. The following were the infrastructure projects that were sampled for field review: 1. Installation of UglIFT micro-scale irrigation systems for Mr. Naleba Ahmed 2. Construction of 3-stances lined pit latrine at Mile 8 Tuba Market under DWSDG 3. Construction of production well in Apetai Sub county 4. Construction of Iyolwa Seed School 5. Construction of twin staff house and maternity block at Namwaya HC III 6. Construction of Tororo prison P/S The LG Engineer was able to provide all designs and layouts for these projects. On field verification, there was evidence of compliance to the layouts, designs and specifications for all the projects.	

Evidence that the infrastructure projects constructed by the LG in the previous FY (completed or on-going) have no visible defects

- *Building structures:*
 - (i) *Substructure (splash apron, floors, foundations, ground beams, ramps);*
 - (ii) *Superstructures (walling, beams, columns, floors, doors, windows);*
 - (iii) *Roof Cladding, ceilings, roof members, lightning conductors, rainwater goods);*
 - (iv) *Mechanical and Electrical works (water and drainage system, lights, fire systems)*
- *Water systems (Water source; Water Storage; Water Quality (colorless, taste, odorless)*
- *Components (Pumps, Power source, Pipes and Fittings, Taps, Sprays)*
- *District & Urban Roads (Culverts, drainage, bridges*

From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY:

Sample at least six (6) project (1 per sub-program/ nature of project) from the previous FY and check for existence of visible defects.

Take pictorial evidence and describe the nature and extent of defects.

If no visible defects in any of the sampled projects score 15

If minor defects in any of the sampled projects – score 5

If moderate or significant defect in any of the sampled projects- score 0

1. The following **significant defect** was observed at the solar powered microscale irrigation system for Naleba Ahmed:

The tank stand is made of timber and not guarded from weather. It was evident that the bolted joints were progressively weakening as a result. Hence it was advised that a steel tank support be implemented.

2. The following **minor defect** was observed at 3 stance lined pit latrine at Mile 8 Tuba Market:

There were vertical cracks at the wall joint for the middle stance. However, these cracks were not continuous and were within the mortar hence rated minor.

3. The following **moderate defect** was observed at 3 stance lined pit latrine at Mile 8 Tuba Market: The manhole cover for the grey water from the bathroom stance was weak and spalling due to rain. This was because of poor material mix in making this cover. Hence will be non functional in the mid term and need replacing.

There were no visible defects at; Iyolwa Seed School; Twin staff house and maternity block at Namwaya HC III; and Tororo prison P/S

Usable

Evidence that the infrastructure projects have the basic amenities which are functional and used for the intended purpose

From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY:

Sample at least six (6) projects (1 per sub-program) from the previous FY.

If the infrastructure projects have the basic amenities which are functional and used for the intended purpose score 10 or else 0

There **was no evidence** of having functional and usable amenities for all infrastructure projects at the time of site inspection.

1. There was a missing handwashing facility for the 3 stance lined pit latrine at Mile 8 Tuba Market yet there was provision of a masonry stand for this.

2. The production well in Apetai had all the necessary functional amenities as per the stage of construction at the time of site inspection.

3. The micro-scale irrigation systems for Mr. Naleba Ahmed had all the necessary functional amenities and were used for their purpose e.g. intake system, water storage, solar panels and power system, etc.

4. Lyolwa Seed School had all the necessary functional amenities as per the requirements of seed schools from the standard drawings.

5. The twin staff house and maternity block at Namwaya HC III had all the functional amenities necessary.

6. Construction of Tororo prison P/S also had all the necessary functional amenities and were used for their intended purposes.

Human Resource Management

Evidence that the LG has substantively filled, deployed and ensured that the staff in all Heads of Department positions access the payroll.

Districts

i. Chief Finance Officer

ii. District Planner

iii. District Engineer

iv. District Natural Resources Officer

v. District Production Officer

vi. District Commercial Officer

vii. District Community Development Officer

viii. District Health Officer

ix. District Education Officer

From the Principal Human resource Officer obtain and review: (i) the approved customized structure of the LG; (ii) staff lists; and (iii) personnel files to establish existence of:

Appointment letters for all HoDs

Review the payroll to establish that the recruited staff accessed the most recent payroll.

If 100% of the above positions are filled score 6

If 80 – 99% of the above positions are filled score 4

If below 80% of the above positions are filled score 0

An assessment was carried out as to whether all Tororo DLG Head of Department positions were substantively filled and that the holders had accessed the LG payroll by the date of this assessment on 19th November 2024. The following were the findings:

The Position of the Chief Finance Officer was substantively filled by Mr Abulu Mark as per LG Approved Structure, appointment letter by the CAO dated 3rd April 2014 and DSC Minute No. 61/2014. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000872762.

The Position of the District Planner was substantively filled by Mr Owino Felix as per LG Approved Structure, appointment letter by the CAO dated 20th August 2024 and DSC Minute No. 155/2024. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000831148.

The Position of the District Engineer was substantively filled by Mr Asaya Andrew Peter as per LG Staff structure, appointment letter by the CAO dated 10th October 2024 and DSC Minute No. 204/2024. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000852574.

The Position of the Natural Resources Officer was not substantively filled. It's filled by assignment by Ms. Aol Mary Everlyne as per LG Staff structure, appointment letter by the CAO dated 5th September 2018. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll,

Employee No. 000000000966722.

The Position of the District Production Officer was substantively filled by Mr Okware Patrick as per LG Staff structure, appointment letter by the CAO dated 21st April 2021 and DSC Minute No. 51/2021. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000852559.

The Position of the District Commercial Officer was not substantively filled. It was filled by assignment by Mr George Etyang Emukule as per LG Staff structure, appointment letter by the CAO dated 4th September 2019 and DSC. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000992947.

The Position of the District Community Development Officer was not substantively filled. It was filled by assignment by Mr Oguti Vincent Owendo as per LG Staff structure, appointment letter by the CAO dated 22nd November 2005. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000831144.

The Position of the District Health Officer was substantively filled by Dr Okoth Obbo as per LG Staff structure, appointment letter by the CAO dated 21st April 2021 and DSC Minute No. 41/2021. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000832889.

The Position of the District Education Officer was substantively filled by Mr Odoi Albert as per LG Staff structure, appointment letter by the CAO dated 1st July 2021 and DSC Minute No. 142/2024. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000413761.

There was no evidence that TDLG has substantively filled, deployed and ensured that staff in **all HoD positions** have accessed payroll. Of the nine (09) HoD positions at the DLG, only six (06) were substantive and the rest were in acting or Assignment capacity. This made a percentage of 66.6%, which was less than 80% minimum.

Evidence that the City has substantively filled, deployed and ensured that the staff in all Heads of Department positions access the payroll	From the Principal Human resource Officer obtain and review: (i) the approved customized structure of the LG; (ii) staff lists; and (iii) personnel files to establish existence of:
i. City Chief Finance Officer	Appointment letters for all HoDs
ii. City Planner	
iii. City Engineer	Review the payroll to establish that the recruited staff accessed the most recent payroll.
iv. City Natural Resources Officer	
v. City Production Officer	If 100% of the above positions are filled score 6
vi. City Commercial Officer	If 80 – 99% of the above positions are filled score 4
vii. City Community Development Officer	
viii. City Physical Planner	If below 80% of the above positions are filled score 0
ix. City Health Officer	
x. City Education Officer	

Evidence that the LG has substantively filled, deployed and ensured that the staff in all Heads of Department positions access the payroll	From the Principal Human resource Officer obtain and review: (i) the approved customized structure of the LG; (ii) staff lists; and (iii) personnel files to establish existence of:
i. Principal Treasurer	
ii. Senior Planner	Appointment letters for all HoDs
iii. Municipal Engineer (Principal Executive Engineer)	Review the payroll to establish that the recruited staff accessed the most recent payroll.
iv. Senior Environment Officer	
v. Senior Veterinary Officer/Senior Agricultural Officer	If 100% of the above positions are filled score 6
vi. Principal Commercial Officer	If 80 – 99% of the above positions are filled score 4
vii. Principal Community Development Officer	If below 80% of the above positions are filled score 0
viii. Medical Officer of Health Services	
ix. Principal Education Officer	

Evidence that the LG has substantively filled, deployed and ensured that the staff in all critical staff positions access the payroll.	From the Principal Human resource officer obtain and review: (i) the approved customized structure of the LG; (ii) the staff list and (iii) personnel files to establish existence of:
i. Senior Procurement Officer	
ii. Principal Human Resource Officer	Appointment letters for all critical staff
iii. Principal Human Resource Officer (Secretary DSC)	Review the payroll to establish that the recruited staff accessed the most recent payroll.
iv. Senior Environment Officer	
v. Senior Land Management Officer/Physical Planner	If 100% of the above positions are filled score 2 or else score 0
vi. Principal Internal Auditor	
vii. Senior Agriculture	

An assessment was carried out as to whether all other Tororo DLG critical staff positions were substantively filled and that the holders had accessed the LG payroll by the date of this assessment on 19th November 2024. The following were the findings:

The Position of the Senior Procurement Officer was substantively filled by Mr Mangeni Richard as per LG Staff structure, appointment letter by the CAO dated 30th July 2008 and DSC Minute No. 102/2008. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000852533.

The Position of the Principal Human Resource Officer was substantively filled by Oteba Augustine Severino as per LG Staff structure, appointment letter by the CAO dated 3rd April 2014 and DSC Minute No. 64/2014. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000854034.

The Position of the Secretary DSC was substantively filled by Mr Epuwata Richard Titus as per LG Staff structure, appointment letter by the CAO dated 1st December 2009 and DSC Minute No. 142/2009. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll,

Engineer

Employee No. 000000000831110.

viii. Water Officer

The Position of the Senior Environment Officer was substantively filled by Ms. Aol Mary Everlyne as per LG Staff structure, appointment letter by the CAO dated 16th June 2015 and DSC Minute No. 72/2015. The position holder also accessed the payroll as per October 2024 payroll, Employee No. 000000000966722.

ix. Senior Inspector of Schools

The Position of the Senior Physical Planner was substantively filled by Mr Omeja Fuor Euphrasius as per LG Staff structure, appointment letter by the CAO dated 21st April 2021 and DSC Minute No. 59/2021. The position holder also accessed the payroll as per October 2024 payroll, Employee No. 000000000831173.

x. Labour Officer

The Position of the District Internal Auditor was substantively filled by Ms. Namugwere Sarah as per LG Staff structure, appointment letter by the CAO dated 21st April 2021 and DSC Minute No. 34/2021. The position holder also accessed the payroll as per October 2024 payroll, Employee No. 000000000831089.

xi. Senior Assistant Secretaries (SAS)

The Position of the Senior Agricultural Engineer was substantively filled by Mr. Okoth Joseph Michael as per LG Staff structure, appointment letter by the CAO dated 27th March 2017 and DSC Minute No. 7/2017. The position holder also accessed the payroll as per October 2024 payroll, Employee No. 000000001006304.

xii. Senior Assistant Town Clerks

The Position of the Water Officer was substantively filled by Adongo Owora Leo as per LG Staff structure, appointment letter by the CAO dated 25th January 2006 and DSC Minute No. 136(xii)(a) and (b) of 2005. The position holder also accessed the payroll as per October 2024 payroll, Employee No. 000000000831111.

xiii. Parish chiefs

The Position of Senior Inspector of Schools was substantively filled by Mr Tabu Denis Francis as per LG Staff structure, appointment letter by the CAO dated 16th July 2019 and DSC Minute No. 167/2019. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Employee No. 000000000460859.

The Position of the Labour Officer was not substantively filled. It was filled by assignment by Mr. Onyango Jerome Lokpala as per LG Staff structure, appointment letter by the CAO dated 19th June 2012. The position holder also accessed the payroll as per October 2024 payroll, Employee No. 000000000830992.

The position of Senior Assistant Secretary (Sub county Chief) for the 30 sub counties and Senior Assistant Town Clerk for the 10 Town Councils of the DLG had some substantive and some acting, as shown below:

- Mella S/C – Mr Namawa Alfred Mark substantively appointed SAS as per letter by CAO dated 31st May 2019, DSC Minute No. 115/2019. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000872418.

- Rubongi S/C – Ms. Awori Teopista substantively appointed SAS as per letter by CAO dated 24th August 2007, DSC Minute No. 89/2007. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000000847157.
- Patta S/C – Mr Emoiti Benard substantively appointed SAS as per letter by CAO dated 18th January 2023, DSC Minute No. 163/2023. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000000852657.
- Merikit S/C – Mr Okumu Julius substantively appointed SAS as per letter by CAO dated 31st May 2023, DSC Minute No. 59/2023. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000000852599.
- Mulanda S/C – Mr Magara Stephen substantively appointed SAS as per letter by CAO dated 18th June 2023, DSC Minute No. 129/2024. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000000860225.
- Nabuyoga S/C – Mr Oboth Charles substantively appointed SAS as per letter by CAO dated 18th January 2023, DSC Minute No. 160/2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000000836067.
- Nyangole S/C – Ms. Alowo Vicky Emily substantively appointed SAS as per letter by CAO dated 1st July 2022, DSC Minute No. 109/2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000000836106.
- Osia S/C – Mr Ongwen Joseph substantively appointed SAS as per letter by CAO dated 31/05/2023, DSC Minute No. 59/2023. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000001006465.
- Akadot S/C – Mr Obol Emmanuel with an Acting appointment as SAS as per letter by CAO dated 5th March 2020. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000000852603.
- Ojilai S/C – Mr Owere Joseph with an Acting appointment as SAS as per letter by CAO dated 20th April 2020. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000000852659.
- Mwelo S/C – Mr Ikibo Robert Cleans substantively appointed SAS as per letter by CAO dated 31st May 2023, DSC Minute No. 59/2023. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 00000000852664.
- Katajula S/C – Ekaron Emmanuel with an Acting appointment as SAS as per letter by CAO dated

20th April 2020. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852608.

- Soni S/C – Ms. Noelyne Lydia Nyachwo with an Acting appointment as SAS as per letter by CAO dated 9th August 2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000966726.
- Kalait S/C – Mr Okworoit Ben Okware with an Acting appointment as SAS as per letter by CAO dated 28th August 2019. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852607.
- Siwa S/C – Mr Owino Stanley with an Acting appointment as SAS as per letter by CAO dated 18th September 2023. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000001134613
- Sopsop S/C – Mr Okello Godfrey with an Acting appointment as SAS as per letter by CAO dated 25th August 2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852648
- Yolwa S/C – Mr Okecho Charles with an Acting appointment as SAS as per letter by CAO dated 20th October 2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852593.
- Nawire S/C – Mr Egesa Joseph with an Acting appointment as SAS as per letter by CAO dated 22nd January 2024. The position holder not yet accessed the payroll as per Tororo DLG October 2024 payroll.
- Sere S/C – Opio George with an Acting appointment as SAS as per letter by CAO dated 8th August 2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852660.
- Kayoro S/C – Okengere Christopher with a Substantive appointment as SAS as per letter by CAO dated 28th August 2007, DSC Minute No. 89/2007. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000836092.
- Magola S/C – Nahirya Peace with a Substantive appointment as SAS as per letter by CAO dated 18th June 2024. DSC Minute No. 130/2024. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000847162.
- Kisoko S/C – Wabwire Barbara with a Substantive appointment as SAS as per letter by CAO dated 18th June 2024. DSC Minute No. 130/2024. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000001006437.
- Nagongera S/C – Auma Apophia with a Substantive appointment as SAS as per letter by CAO dated 28th August 2007. DSC Minute No.

89/2007. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000847151.

- Molo S/C – Emun Samuel Epua with a Substantive appointment as SAS as per letter by CAO dated 24th August 2007. DSC Minute No. 89/2007. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000836090.

- Morukatipe S/C – Nekesa Damali Waka with a Substantive appointment as SAS as per letter by CAO dated 21st April 2021. DSC Minute No. 33/2021. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000001085245.

- Mukuju S/C – Nasirumbi Damali with a Substantive appointment as SAS as per letter by CAO dated 18th May 2016. DSC Minute No. 65/2016. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000831258.

- Paya S/C – Wesana Besweri Zefania with an Acting appointment as SAS as per letter by CAO dated 9th September 2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852641.

- Kwapa S/C – Osere John Baptist with an Acting appointment as SAS as per letter by CAO dated 30th September 2022. The position holder was not identified on the October 2024 payroll.

- Apetai S/C – Odallah Rogers Oda with an Acting appointment as SAS as per letter by CAO dated 30th September 2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852596.

- Kirewa S/C – Amali Sarah with an Acting appointment as SAS as per letter by CAO dated 15th September 2024. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000001085200.

- Osukuru T/C – Ms. Sabano Samali Epiat with a Substantive appointment as Principal Township Officer as per letter by CAO dated 6th June 2024, DSC Minute 90/2024. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000831147.

- Nagongera T/C – Mr Okoth Romanus Katong with a Substantive appointment as Principal Township Officer as per letter by CAO dated 1st July 2022, DSC Minute 108/2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000001134408.

- Pajwenda T/C – Mr Paddy Jackson Etori with a Substantive appointment as Senior Assistant Town Clerk as per letter by CAO dated 1st July 2022, DSC Minute 94/2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852615.

- Merikit T/C – Mr Jakwo Jacob Obbo with a Substantive appointment as Senior Assistant Town Clerk as per letter by CAO dated 1st July 2022, DSC Minute 94/2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852614.

- Nabuyoga T/C – Ms. Apendi Mary Samali with a Substantive appointment as Senior Assistant Town Clerk as per letter by CAO dated 27th June 2016, DSC Minute 110/2016(ii). The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000836085.

- Kwapa T/C – Mr Obela J.O. Anthony with a Substantive appointment as Senior Assistant Town Clerk as per letter by CAO dated 1st May 2021, DSC Minute 96/2021. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000001134621.

- Apokor T/C – Mr Akisa Rose Ann with a Substantive appointment as Senior Assistant Town Clerk as per letter by CAO dated 16th June 2024, DSC Minute 128/2024. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000847166.

- Malaba T/C – Mr Omella Isaac Aseu with a Substantive appointment as Senior Assistant Town Clerk as per letter by CAO dated 19th September 2022, DSC Minute 119/2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000852617.

- Magodes T/C – Mr Japian Anthony Paul with a Substantive appointment as Senior Assistant Town Clerk as per letter by CAO dated 1st July 2022, DSC Minute 94/2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000836082.

- Iyolwa T/C – Mr Ekituno Paul with an Acting appointment as Senior Assistant Town Clerk as per letter by CAO dated 25th August 2022. The position holder also accessed the payroll as per Tororo DLG October 2024 payroll, Staff Number 000000000831270.

For the 30 Sub counties and 10 Town councils of the DLG, even though the majority of the staff was substantively appointed and had accessed payroll as of the date of this assessment on 19/11/2024, a few had not. One hundred and twenty five (125) out of 129 Parish Chiefs were substantively appointed to serve in Parishes in different Sub counties while for the Town Agents forty (40) out of 41 were substantively appointed.

There was no evidence that TDLG has substantively filled, deployed and ensured that staff in all critical positions have accessed payroll. Of the two hundred and twenty (220) critical positions at the DLG, only one hundred and ninety nine (199) were substantive and the rest were in acting or Assignment capacity or vacant. This made a percentage of 90.4%, which was below 100% requirement.

Evidence that the LG has substantively filled, deployed and ensured that the staff in all critical staff positions access the payroll	From the Principal Human resource officer obtain and review: (i) the approved customized structure of the LG; (ii) the staff list and (iii) personnel files to establish existence of:
i. Principal Procurement Officer	
ii. Principal Human Resource Officer	Appointment letters for all critical staff
iii. Principal Human Resource Officer (Secretary DSC)	Review the payroll to establish that the recruited staff accessed the most recent payroll.
iv. Principal Environment Officer	
v. Principal Internal Auditor	If 100% of the above positions are filled score 2 or else score 0
vi. Principal Inspector of School	
vii. Senior Labour Officer	
viii. Division Town Clerk	
ix. Principal Town Agents	

Evidence that the LG has substantively filled, deployed and ensured that the staff in all critical staff positions access the payroll.	From the Principal Human resource officer obtain and review: (i) the approved customized structure of the LG; (ii) the staff list and (iii) personnel files to establish existence of:
i. Senior Procurement Officer	
ii. Principal Human Resource Officer	Appointment letters for all critical staff
iii. Senior Physical Planner	Review the payroll to establish that the recruited staff accessed the most recent payroll.
iv. Senior Internal Auditor	
v. Senior Inspector of Schools	If 100% of the above positions are filled score 2 or else score 0
vi. Labour Officer	
vii. Principal Assistant Town Clerks	
viii. Town Agents	

Planning and budgeting

Evidence that the LG conducted and used results of site reconnaissance and technical investigations (where required) to prepare responsive tender documents for all infrastructure projects; conduct environmental, social, health, and safety assessments, incorporate project ESMPs into bidding documents; and ensure work item quantities are derived from standard or customized drawings, and maintain cost estimates consistent with customized designs.	From the LG Engineer obtain and review: • Standard technical designs. • Site reconnaissance reports. • Technical investigation reports (e.g. geo-technical investigations if required) Obtain and check for: • Existence of customized designs • Existence of customized BoQs based on the designs. • Incorporation of Cost Estimates. • Incorporation of costed ESMPs From the LG Community Development Officer /DNRO/SEO obtain
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There was no evidence that the LG conducted and used results of site reconnaissance and technical investigations (where required) to prepare responsive tender documents for **all infrastructure projects**; conduct environmental, social, health, and safety assessments, incorporate project ESMPs into bidding documents; and ensure work item quantities are derived from standard or customized drawings, and maintain cost estimates consistent with customized designs.

Note: only select few health projects had evidence of site reconnaissance and technical investigations. Elsewhere, no evidence availed.

Health projects

Upgrade of Lwala HC II to HC III

- a) Site reconnaissance conducted: Yes
- b) Technical investigations conducted: Yes
- c) Customized designs availed: Yes
- d) Customized BoQs availed: Yes
- e) Cost estimates availed: Yes
- f) Project briefs and screening done: Yes
- f) Incorporation of costed ESMPs in BoQs done: Yes

Partial construction of a semi-detached staff house at Fungure HC

and check for:

- ESHS Assessment Reports (Project Briefs, ESIA, Screening reports) to determine whether they were undertaken timely

- ESMPs for projects (At least 3 projects)

Check and verify if the LG conducted and used the results of the reconnaissance and/or technical investigations (where required) to:

i. Prepare tender documents/BoQs for all infrastructure projects that are responsive to the standard drawings and/or customized technical designs (before advertising);

ii. Ensure that the requisite Environment ESHS assessments have been undertaken (before preparing BoQs) (Screening for all projects, Project Briefs and Environmental Social Impact Assessment where applicable)

iii. Ensure that the environmental, social, health and safety requirements and measures identified in the project ESMPs were adequately incorporated in the schedule of requirements and specifications of the bidding documents

iv. Ensure the quantities of work items and specifications included in the BoQs are derived from the standard or customized drawings and make no omissions

v. Ensure that the

II

- a) Site reconnaissance: No
- b) Technical investigations: No
- c) Customized designs: No
- d) Customized BoQs: No
- e) Cost estimates: No
- f) Project briefs and screening: No
- f) Incorporation of costed ESMPs: No

Partial construction of a mortuary at Tororo General Hospital.

- a) Site reconnaissance: No
- b) Technical investigations: No
- c) Customized designs: No
- d) Customized BoQs: No
- e) Cost estimates: No

There was no evidence for the following projects availed.

Construction of a 4-stance pit latrine at Mollo HC III

Construction of a 4-stance pit latrine at Nawire HC II

Construction of a 4-stance pit latrine at Petta HC III

Completion of a staff house at Soni HC II

Construction of a 4-stance pit latrine at Were HC II

Education projects

No evidence was availed

1. Ongoing seed school (Iyolwa seed school) procured in 2022/2023 FY
2. Construction of a 2-classroom block at Apokor P/S
3. Construction of a 2-classroom block at Barinyanga P/S
4. Construction of a 2-classroom block and office at Nyabanja P/S
5. Construction of a 2-classroom block at Nawire P/S
6. Construction of a 2-classroom block and 3-classroom block at Wikus P/S
7. Construction of a 5-stances VIP latrine at Segere P/S
8. Construction of a 5-stances VIP latrine at Kisoko high school
9. Construction of a 5-stances VIP latrine at Agola P/S

Water projects

No evidence was availed

Production

No evidence was availed

Roads

No evidence was availed

cost estimates are consistent with the customized designs.

If the LG has met (i) to (v) score 6 or else 0

In terms of environment and social safeguards being incorporated in the contract documents, below are the findings:

ii. There **was evidence** that the requisite Environment ESHS assessments were undertaken to all projects which were screened and screening reports compiled and costed ESMPs undertaken for the following projects:

Construction of Iyolwa Seed Secondary School Ref No MoES/UgIFT/Wrks/21-22/00005(Lot 32), Contractor M/S Custom Engineering Ltd. Contract Amount 5,829,050,226 UGX funded by UgIFT. Screening was done on 23/6/2020 and signed by the Senior Environment officer (Aol Evelynne) and DCDO (Vincent Oguti). After screening and the contractors ESMP developed in tandem with the District ESMP was developed and Environment and social assessment done and costed at 1,000,000 UGX to address mitigation measures of projects. There were also monitoring reports dated 7/10/2024 and 18/3/2024 signed by Environment Officer and District Community Development Officer (DCDO). The substantial Clearance report of works was issued on 12/6/2024 by SEO and DCDO

Upgrade of Nagongera-Namwaya HC II to III in West Budama North in Tororo district under Lot 7. Ref No MoH-/UgIFT/Wrks/21-22/00001 under (Lot 7), Contractor: M/S Rak Bold Edge joint venture. Contract Amount 889,255,031 UGX. Screening was done on 20/7/2022, screening report was issued on 19/8/2022 and signed by Senior Environment officer (Aol Evelynne) and DCDO (Vincent Oguti). After screening an ESMP was developed and costed at 26,970,000 UGX to address mitigation measures of projects. There were also monitoring reports dated 31/5/2023, 22/6/2023 and 28/11/2023 and signed by SEO and DCDO. The E&S clearance reports of works done so far was submitted on 30/5/2024 by SEO and DCDO

Reconstruction of 2 classroom block at Tororo Prisons PS under maintenance other. Ref No Toro932/Wrks/23-24/00046, Contractor M/s Ageck(U)Ltd. Contract Amount 87,669,929 UGX. Screening was done on 10/7/2023 and signed by Senior Environment officer (Aol Evelynne) and DCDO (Vincent Oguti). After screening an ESMP was developed and costed at 3,600,000UGX to address mitigation measures of projects. There were also Monitoring reports dated 12/4/2024 and 5/6/2024. The E&S Clearance reports of works was issued on 17/6/2024 by SEO and DCDO.

iii. There **was evidence** that the ESHS requirements were adequately incorporated in the schedule of requirements for bidding documents. Examples include ;

Construction of Iyolwa Seed Secondary School Ref No MoES/UgIFT/Wrks/21-22/00005(Lot 32), Contractor M/S Custom Engineering Ltd. Contract Amount 5,829,050,226 UGX funded by UgIFT. ESMP (costed at 1,000,000UGX) and the contractors ESMP incorporated in the bidding documents measures identified in the project ESMPs were adequately incorporated eg temporary hoarding of

Site, Compliance with NEMA regulations and OHS.

Upgrade of Nagongera-Namwaya HC II to III in West Budama North in Tororo district under Lot 7. Ref No MoH-/UgIFT/Wrks/21-22/00001 under (Lot 7), Contractor: M/S Rak Bold Edge Joint venture. Contract Amount 889,255,031 UGX.ESMP (costed at26,970,000 UGX). Mitigation measures identified in the project ESMPs were adequately incorporated in bidding documents eg Billboard for public awareness seen at the entrance, Planting grass within and around the area to control soil erosion

Reconstruction of 2 classroom block at Tororo Prisons PS under maintenance other. Ref No Toro932/Wrks/23-24/00046, Contractor M/S Ageck(U)Ltd. Contract Amount 87,669,929 UGX. ESMP (costed at 3,600,000UGX) Measures identified in the project ESMPs were adequately incorporated eg Landscaping, Solid waste management at site and wearing of PPEs by workers and planting of trees and grass turfs at 100mm

Conclusion

*There was **no satisfactory evidence** that the district conducted and used results of site reconnaissance and technical investigations (where required) to prepare responsive tender documents for **all infrastructure projects**; conduct environmental, social, health, and safety assessments, incorporate project ESMPs into bidding documents; and ensure work item quantities are derived from standard or customized drawings, and maintain cost estimates consistent with customized designs.*

Procurement

7

Evidence that the LG maintained a complete project file for each infrastructure project implemented in the previous FY. The procurement file should have and adhere to standards on the following: (or as amended to the PPDA guidelines on procurement records 2024)

From the PDU, Procurement Officer obtain the procurement file to determine the existence of the documents below;

- i. Contracts Committee Composition. The Contracts Committee must be formally and properly constituted.
- ii. Approved Procurement Plan;
- iii. Initiation of procurement
- iv. Contracts Committee approval of the procurement method, bidding document, evaluation committee and shortlist of providers

There **was no evidence** that the PDU maintains a complete procurement file for each project implemented in the previous FY.

- i. The evidence of appointment by accounting officer and clearance by Permanent Secretary / Secretary to the treasury of the contracts committee was not availed by the PDU.
- ii. There was evidence of a consolidated procurement work plan for all projects. However, there was no evidence of approval of the plan availed.
- iii. There was evidence of initiation of procurement evidenced by the procurement requisition forms for all projects.
- iv. There was evidence of contracts committee approval of procurement method, and the approval of bidding documents and bid notice/shortlist in two separate forms for all projects.
- v. There was evidence of existence of bidding documents for all projects. However, there were no amendments.
- vi. There was evidence of copy of adverts for Open

0

where applicable;	Domestic Bidding projects such as Ref. No. TORO932/WRKS/23-24/00033(Construction of a two class room block and pitlatrines at Liwira P/S).
v. Bidding document and any amendments or clarifications	vii - ix There was evidence of record of issuance of bid documents, record of receipt of bids and record of opening of bids in all project files.
vi. Copy of the published advertisement of shortlist	x. There was evidence of existence of copies for the bids received.
vii. Record of issuance of bidding document	xi. There was evidence of conducting evaluation meetings and evaluation reports for all projects.
viii. Record of receipt of bids	xii. There was evidence of notice of best evaluated bidders for all projects even for projects that had only one bidder such as Ref. No. TORO932/WRKS/23-24/00002 (Partial construction of mortuary at Tororo General Hospital)
ix. Record of opening of bids	xiii & xiv. For all projects with contract value above UGX 200million, there was evidence of submission for and approval by the solicitor general e.g. Ref. No. TORO932/WRKS/22-23/00011 (Construction of additional structures at Mwello Seed secondary school)
x. Copies of bids received	xv. There was evidence of existence of signed contracts for all projects but there were no amendments. For project Ref No. TORO932/WRKS/23-24/00010 (construction of 4 stance pit latrine at Nawire HCII), there was a request by the contractor to raise the contract price after signing the contract, and there was evidence of denial of this request and hence no amendment made. There was also evidence of drafting of contractors' ESMP within the submitted bids.
xi. Evaluation meetings and evaluation report	xvi. There was evidence of conducting meetings relating to all the procurements, evidenced by existence of minutes for the 274th Tororo DLG contracts committee meeting held on 20/03/2024
xii. Notice of best evaluated bidder	xvii. There was evidence of correspondence between PDU and bidders e.g. letters of bid acceptance, requests to revise contract price such as for Ref No. TORO554/WRKS/23-24/00010 (construction of 4 stance pit latrine at Nawire HCII), etc.
xiii. Submission of contract to the Solicitor General for clearance where applicable	xviii. There was evidence of resolution of grievances for Ref. No. TORO932/WRKS/2023-24/00011 (construction of additional structures at Mwello Seed Secondary school) where there were complaints of breach of contract by the contractor.
xiv. Approval by Solicitor General where applicable	
xv. Contract and amendments thereto as per format/requirement including Contractor's ESMP	
xvi. Contract Committee minutes relating to the procurement	
xvii. Correspondences between the procuring and disposing entity and the bidder(s)	
xviii. Evidence of resolution of grievance or complaints (if any)	

Score 2 if all documents are available otherwise score 0 if incomplete.

Evidence that the previous FY Procurement Plan included specific timelines for completing the outlined activities, and that the LG adhered to these established timelines.

From the PDU obtain the procurement plan and procurement files.

- Review the timelines outlined in the Procurement Plan.
- Review the procurement files to confirm the dates on which the specified activities were carried out and completed.

Score 4 if the timelines were specified in the procurement plan and the LG adhered to these guideline otherwise score 0

There **was no evidence** of adhering to the planned timelines in all the procurement plans.

Forexample, for project number TORO932/WRKS/23-24/00050 (Reconstruction of a 5stance pitlatrine at Kisoko High school), TORO554/WRKS/23-24/00048 (Construction of 5 pitlatrines at Agola P/S) had the planned display of Best evaluated bidder between 24th/01/2024 - 6th/02/2024 but they were both displayed on 13/02/2024. Furthermore, the contracts signing was planned for 7th/02/2024 but it was signed on 30/04/2024 and 09/04/2024 respectively.

However, the bid opening and closing dates were followed and were on 17th/01/2024 as planned.

Contract management

a) Evidence that the Project Manager during project implementation issued compulsory approvals (materials testing, critical stage approvals, mechanical, electrical and plumbing fixtures)

From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY:

From LG Engineer obtain project management files.

b) Evidence that the Project Manager during project implementation wrote site instructions and the contractor implemented these site instructions

Check for

- Compulsory approvals

Verify if compulsory approvals were issued score 2 else score 0

c) Evidence that the Project Manager after practical completion: (for completed projects) compiled a snag list & instructed the contractor to correct defects before the final completion certificate and the contractor rectified all defects before the practical handover

There was **no satisfactory evidence** that the Project Manager during project implementation issued compulsory approvals (materials testing, critical stage approvals, mechanical, electrical and plumbing fixtures) **for all projects**.

Evidence of compulsory approvals were availed for the following projects:

1. Material tests were conducted for the periodic maintenance of Tuba-Merikit road. A test results certificate issued by Ministry of Works and Transport, Regional Materials Laboratory-Mbale, for a borrow pit was availed dated 4th March, 2024.
2. Material tests were conducted for the periodic maintenance of Kisoro-Pajwenda road. A test results certificate issued by Ministry of Works and Transport, Regional Materials Laboratory-Mbale, for a borrow pit was availed dated 4th March, 2024.
3. Material tests were conducted for the periodic maintenance of Iyolwa-Fungwe road. A test results certificate issued by Ministry of Works and Transport, Regional Materials Laboratory-Mbale, for a borrow pit was availed dated 4th March, 2024.
4. Material tests were conducted for the construction of a staff house (twin) at Fungwe HC II for burnt bricks were conducted. A test results certificate issued by Ministry of Works and Transport, Regional Materials Laboratory-Mbale, for a borrow pit was availed dated 6th March, 2024.
5. Material tests were conducted for construction of 3-classroom block, 2-classroom block with an office, store, and 5-stances VIP latrine at

d) Evidence that the Project Manager after practical completion: (for completed projects) paid the retention fund to the contractor after the Defects Liability Period

e) Evidence (for completed projects) that the site progress meeting schedule was developed, and meetings were held in line with the schedule of works that coincide with payment stages/milestones in the contract; there was a Project hand-over to the client, and Completion certificates were issued to the contractor

Wikus P/S. A test results certificate issued by Ministry of Works and Transport, Regional Materials Laboratory-Mbale, for concrete blocks at 28 days was availed dated 15th February, 2024. Results showed that samples failed with ultimate compressive strength ranging between 0.9 - 2.5 MPa.

6. Material tests were conducted for construction of Iyolwa seed secondary school in Iyolwa S/C in Tororo district. A test results certificate issued by Ministry of Works and Transport, Regional Materials Laboratory-Mbale, for concrete blocks at 28 days was availed dated 8th July, 2023. Results showed that samples passed with ultimate compressive strength ranging between 7.8 - 14.3 MPa. Certificate issued by the same entity dated 26th June 2023 for concrete cubes (for the beam) gave ultimate compressive strength ranging between 21.6 - 22.2 MPa at 7 days. Certificate dated 17th June 2023, for concrete cubes for the columns and beams gave ultimate compressive strength ranging between 19.8 - 21.3 MPa at 7 days and 29.7 - 30.7 MPa at 28 days, respectively. Again, on 8th July concrete cubes for columns were tested and conformed to the specifications, that is, 29.6 - 30.2 MPa, at 28 days.
7. Test results certificate for sand used in construction of Iyolwa seed school were availed dated 27.01.2023 (Lugala sand quarry was approved, in the previous FY but one).

Conclusion

Fail.

The evidence produced was **not satisfactory**. The district showed being proactive in testing materials and approving critical stages in construction for especially UgIFT projects. No evidence was availed for critical stage approvals and material testing results certificates for other projects!

a) Evidence that the Project Manager during project implementation issued compulsory approvals (materials testing, critical stage approvals, mechanical, electrical and plumbing fixtures)	From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY: From LG Engineer obtain project management files.	There was no evidence that the engineer issued site instructions for all projects. These instructions would range from instructing contractor to follow correct work method, use of approved materials, adhering to safety guidelines, following drawings and specifications and plan layouts, reinforcing workers on site, among others. Only site instructions for Mwello seed school was availed as follows:
b) Evidence that the Project Manager during project implementation wrote site instructions and the contractor implemented these site instructions	Check for • Written Site instructions Verify if written site instruction were issued and there is evidence of their implementation score 2 else score 0	<i>Instructions dated 14th May 2024, the district engineer instructed the contractor M/S Zionat Multipurpose International Ltd to submit a schedule of key personnel for the construction of Mwello seed secondary school. Without which the contractor was asked to stop works with immediate effect. This was inline with GCC Clause 14 which demanded qualified personnel to execute works. The schedule of required personnel included a health and safety officer, register engineer (project manager), site engineer, QS, among others.</i>
c) Evidence that the Project Manager after practical completion: (for completed projects) compiled a snag list & instructed the contractor to correct defects before the final completion certificate and the contractor rectified all defects before the practical handover		No evidence of site instructions was availed for other projects.
d) Evidence that the Project Manager after practical completion: (for completed projects) paid the retention fund to the contractor after the Defects Liability Period		The inspection team noted from the site engineer that site instructions books were available at a different location but no instructions issued. And that most instructions were verbal.
e) Evidence (for completed projects) that the site progress meeting schedule was developed, and meetings were held in line with the schedule of works that coincide with payment stages/milestones in the contract; there was a Project hand-over to the client, and Completion certificates were issued to the contractor		

- a) Evidence that the Project Manager during project implementation issued compulsory approvals (materials testing, critical stage approvals, mechanical, electrical and plumbing fixtures)
- b) Evidence that the Project Manager during project implementation wrote site instructions and the contractor implemented these site instructions
- c) Evidence that the Project Manager after practical completion: (for completed projects) compiled a snag list & instructed the contractor to correct defects before the final completion certificate and the contractor rectified all defects before the practical handover
- d) Evidence that the Project Manager after practical completion: (for completed projects) paid the retention fund to the contractor after the Defects Liability Period
- e) Evidence (for completed projects) that the site progress meeting schedule was developed, and meetings were held in line with the schedule of works that coincide with payment stages/milestones in the contract; there was a Project hand-over to the client, and Completion certificates were issued to the contractor
- From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY:
- From LG Engineer obtain project management files.
- Check for
- Snag list
 - Final Completion Certificate including approvals from Environment Officer and DCDO.
- Verify if the project manager has compiled a snag list and instructed the contractor to correct all defects and ensured that the contractor has indeed corrected all defects before issuing the final completion certificate. Score 2 if all requirements are met; otherwise, score 0.

There was no evidence that the contractor prepared snag lists for all completed projects and snags corrected.

The completed projects included the following:

1. 3-classroom block with 5-stances pit latrine constructed at Barinyanga P/S was completed in previous FY. The list of snags to correct dated 28th August 2024 had one item: leaking gutters harvesting rainwater. However, there was no evidence that this snag was corrected.
2. Administration block constructed at Akadot S/C HQs was handed over to the client on 25th August 2024. A snag list issued by the engineer had the following items: poor quality electric wires were to be replaced with good ones. Covering the soak pit was pending, and uPVC pipes from the pit latrine needed to be covered. Lightning protection was exposed to surface of the building. There was no evidence that this snag was corrected
3. 2-classroom block with 5-stances pit latrine constructed at Wikus P/S was completed in previous FY. The list of snags to correct dated 28th August 2024 had one item: loose gutters harvesting rainwater. There was no evidence that this snag was corrected.
4. 5-stances pit latrine constructed at Agola P/S was completed in previous FY and commissioned on 25th August 2024. The list of snags to correct dated 28th August 2024 had one item: cracks on the curtain wall. There was no evidence that this snag was corrected.
5. 3-classroom block with 5-stances pit latrine constructed at Lwira P/S in Sere S/C was completed in previous FY and commissioned on 25th August 2025. The list of snags to correct dated 28th August 2024 had two items: loose rainwater harvesting system and fixing the lightning protection in the wall at least 1.5 m high. There was no evidence that this snag was corrected.
6. 5-stances pit latrine constructed at Morukapel P/S was completed in previous FY and commissioned on 25th August 2024. The list of snags to correct dated 28th August 2024 had one item: poor apron and ramp. There was no evidence that this snag was corrected.

Site inspection by the assessor to the newly constructed 2-classroom block at Tororo prisons P/S noted the following snags:

1. Engraving finishing works not done
2. Lightning conductor embedded on the wall not in the wall.
3. Manhole covers missing.
4. Inadequate drainage system; area around the newly constructed block floods
5. Loose soil around the classroom block that needs proper retaining, posing as a hazard.

Note: Final completion certificates are not issued yet because projects are still under defects liability period.

9	a) Evidence that the Project Manager during project implementation issued compulsory approvals (materials testing, critical stage approvals, mechanical, electrical and plumbing fixtures) b) Evidence that the Project Manager during project implementation wrote site instructions and the contractor implemented these site instructions c) Evidence that the Project Manager after practical completion: (for completed projects) compiled a snag list & instructed the contractor to correct defects before the final completion certificate and the contractor rectified all defects before the practical handover d) Evidence that the Project Manager after practical completion: (for completed projects) paid the retention fund to the contractor after the Defects Liability Period e) Evidence (for completed projects) that the site progress meeting schedule was developed, and meetings were held in line with the schedule of works that coincide with payment stages/milestones in the contract; there was a Project hand-over to the client, and Completion certificates were issued to the contractor	From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY: From LG Engineer obtain project management files. Check for • Final Completion Certificate including approvals from Environment Officer and DCDO. • Payment vouchers Verify if the project manager paid the contractor the retention fund after the defects liability period. Score 2 if the requirements was met; otherwise, score 0	For TDLG, the following retention payments were made in FY2023/2024: • UGX3,918,319 paid on 11/07/2024 to Ben & Doc Limited for construction of 4 stance latrine at Mulanda HCIV. The project was done in FY2022/2023. • UGX2,352,391 paid on 17/11/2023 to Muverex Enterprises Limited for renovation of the Admn block at Petta S/C. The project was done in FY2022/2023. • UGX2,328,352 paid on 11/07/2024 to Amuno Investments Limited for construction of 5 stance latrine at Utro P/S. The project was done in FY2022/2023. • UGX11,653,371 paid on 11/07/2024 to JAP Foundation Limited for construction of staff house, 4 stance latrine and solar system at Sonu HCIII. The project was done in FY2020/2021. • UGX7,881,938 paid on 13/06/2024 to Tsandex Investments Limited for renovation of 7 classroom block at St Agnes P/S. The project was done in 2022/2023. • UGX2,394,932 paid on 11/07/2024 to Three Angels General Enterprises Limited for construction of 5 stance latrine at Amoni P/S. done in 2022/2023. The project was done in 2022/2023. • UGX4,407,959 paid on 03/04/2024 to Fiona International Limited for construction of 2 classroom block at Bishop Okille P/S. The project was done in 2022/2023. • UGX2,491,940 paid on 03/05/2024 to Temoo Designers and COstruction Limited for. Construction of 5 stance latrine at Kisoko Boys P/S The project was done in 2022/2023. • UGX4,451,366 paid on 13/06/2024 to Mogen Enterprises Limited for construction of construction of 2 classroom block at Ogwang P/S. The project was done in 2022/2023. • UGX4,168,947 paid on 11/07/2024 to Newport Investments Limited for construction of 2 classroom block at Parabang P/S. The project was done in 2022/2023. • UGX2,901,902 paid on 11/07/2024 to Amazing Grace Transporters Limited for construction of 5 stance latrine at Poyameri P/S. The project was done in 2022/2023. • UGX2,301,523 paid on 13/03/2024 to Capital Happenings Management Limited for construction of 5 stance latrine at Bariyanga P/S. The project was done in 2022/2023. • UGX3,860,152 paid on 21/12/2023 to Last App Investments Limited for construction of a 5 stance latrine at Nyangoke P/S. The project was done in 2020/2021. • UGX29,553,435 paid to Whimpy Uganda Limited for rehabilitation of DLG admin block. The project was done in 2021/2022.	2
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There was evidence that all the retention payments made in FY2023/2024 were for earlier projects, FY2022/2023 and earlier for which the defects liability period had already expired.

- a) Evidence that the Project Manager during project implementation issued compulsory approvals (materials testing, critical stage approvals, mechanical, electrical and plumbing fixtures)
- b) Evidence that the Project Manager during project implementation wrote site instructions and the contractor implemented these site instructions
- c) Evidence that the Project Manager after practical completion: (for completed projects) compiled a snag list & instructed the contractor to correct defects before the final completion certificate and the contractor rectified all defects before the practical handover
- d) Evidence that the Project Manager after practical completion: (for completed projects) paid the retention fund to the contractor after the Defects Liability Period
- e) Evidence (for completed projects) that the site progress meeting schedule was developed, and meetings were held in line with the schedule of works that coincide with payment stages/milestones in the contract; there was a Project hand-over to the client, and Completion certificates were issued to the contractor
- From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY:
- From LG Engineer obtain project management files.
- Meeting Schedules
 - Minutes of site meeting
 - Minutes of project handover to the client
 - Final Completion Certificate including approvals from Environment Officer and DCDO.
- Verify if:
- The site progress meeting schedule was developed, and meetings were held in line with the schedule of works that coincide with payment stages/milestones in the contract
 - There was a Project hand-over to the client
 - Completion certificates were issued to the contractor
- Score 2 if all requirements are met; otherwise, score 0.

Overall: No evidence availed for all projects.

However, there **was evidence** that site progress meeting schedules were developed and meetings held in line with schedule of works that coincide with payment stages/milestones in the contract for the **UgIFT projects**, that is, seed schools and health center facilities' upgrade. Elsewhere nothing.

For example, the site meeting for Mwello seed school held on 22/01/2024 in which the contractor pledged that works would be complete in April 2024. All structures were at ring beam level. Other meeting held on 3/08/2023, engineer's remarks were: emphasized quality materials and the specifications e.g. if the hollow sections are 2 mm, ensure that this is achieved. Ensure all materials are tested in government laboratory and said existing materials were tested and this was on record. Engineer asked for performance guarantee to enable extension of the contract. Site meeting held on 14th May 2024 another on 21/02/2024.

o Iyolwa seed school meeting held on 21/02/2024

o Sosop seed school meeting held on 22/2/2024

There was a project hand-over to the client done on 25th August 202; Completion certificates were not yet issued to the contractor: Projects still in defects liability period

Conclusion

The above narrative is for seed schools whose evidence was availed as reported. No evidence was availed for other projects to warrant a score.

- a) Evidence that joint measurements were effectively conducted (admeasurement contracts)/works done verified (for lumpsum contracts) in terms of both quality and quantity and signed by the Project Manager and the contractor before works are certified.
- b) Evidence of either no advance payment or provision of a performance and advance payment guarantee before obtaining advance payment
- c) Evidence that the project was implemented as per work schedule and completed within original completion date
- d) Evidence that the LG developed a work schedule, displayed it, and reported on physical progress as per the work schedule and that there is no contract variation or variations in contract price for infrastructure investments for the previous FY were approved as per procedures (either within the threshold).
- From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY:
- From LG Engineer obtain project files
- Check for
- Evidence of joint measurement sheet/work verification
- Verify that joint measurements were effectively conducted for admeasurement contracts or that works were verified for lump sum contracts in terms of both quality and quantity. Ensure that the verification is signed by the Project Manager and the contractor before the works are certified. Score 2 if the requirements were met; otherwise, score 0.

Overall: No evidence availed for all projects.

However, there was evidence that the joint measurements were conducted for admeasurement contracts and that works were verified for lumpsum contracts before certification of works.

Joint measurement sheets for the following admeasurement contracts were presented.

1. Partial Construction of staff House at Fungwe HCII; contract sum UGX 55,651,583/=; TORO932/WRKS/2023-24/00005; measurement sheet dated 29/05/2024; value of measured works UGX 36,416,635/= leading to payment certificate No. 1; properly signed by contractor and client.
2. Upgrading of Lwala HC II to HC III at Pajwenda town council; contract sum UGX 89,439,833/=; TORO932/WRKS/2023-24/00001; measurement sheet dated 28/05/2024; value of measured works UGX 68,321,578/= leading to payment certificate No. 1; properly signed by contractor and client.
3. Upgrading of Nagongera-Namwaya HC II to HC III; contract sum UGX 889,255,031/=; MoH-UgIFT/WRKS/2022-2023/00001; measurement sheet dated 2/11/2023; value of measured works UGX 402,551,768/= leading to payment certificate No. 2; properly signed by contractor and client.
4. Works done verified (for lumpsum contracts) in terms of both quality and quantity

Lumpsum contracts works were verified in terms of quality and quantity before certification.

1. Construction of three classroom blocks at Apokor P/S; contract sum UGX 133,757,366/=; TORO932/WRKS/2023-24/00015; works verified and report prepared on 6th February, 2024 leading to payment certificate No. 1 amounting to UGX 6/2/2024; properly signed by engineer. The contractor claimed lumpsum payment on 25th January 2024.

Conclusion

1. The availed joint measurement sheets were not signed on all pages.
2. Not all works were verified prior to certification.

a) Evidence that joint measurements were effectively conducted (admeasurement contracts)/works done verified (for lumpsum contracts) in terms of both quality and quantity and signed by the Project Manager and the contractor before works are certified.

b) Evidence of either no advance payment or provision of a performance and advance payment guarantee before obtaining advance payment

c) Evidence that the project was implemented as per work schedule and completed within original completion date

d) Evidence that the LG developed a work schedule, displayed it, and reported on physical progress as per the work schedule and that there is no contract variation or variations in contract price for infrastructure investments for the previous FY were approved as per procedures (either within the threshold).

From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY:

From LG Engineer obtain project files

Check for

- Evidence of Performance Guarantee

Verify that either no advance payment or provision of a performance and advance payment guarantee before obtaining advance payment. Ensure that the advance payment guarantee was verified by the bank. Score 2 if the requirements were met; otherwise, score 0.

The LG did make an advance payment of UGX160,541,000 to MS Whimsy (U) Limited with respect to the contract for construction of Pajwenda Seed Secondary School. The advance was verified and guaranteed by Equity Bank Uganda Limited, per its letter dated 11th January 2024 and Advance Payment Certificate dated 17th January 2024.

This sum of UGX160,541,000 was subsequently deducted from payment certificate dated 22nd May 2024 worth UGX457,541,850, together with Retention of UGX45,754,185 leaving a balance of UGX251,246,665 which was paid.

There was evidence that the procedures for a Performance Guarantee were followed.

a) Evidence that joint measurements were effectively conducted (admeasurement contracts)/works done verified (for lumpsum contracts) in terms of both quality and quantity and signed by the Project Manager and the contractor before works are certified.

b) Evidence of either no advance payment or provision of a performance and advance payment guarantee before obtaining advance payment

c) Evidence that the project was implemented as per work schedule and completed within original completion date

d) Evidence that the LG developed a work schedule, displayed it, and reported on physical progress as per the work schedule and that there is no contract variation or variations in contract price for infrastructure investments for the previous FY were approved as per procedures (either within the threshold).

From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY:

From LG Engineer obtain project files

Check for

- Start and completion date in the contract compared to actual completion date.

Verify if the project was implemented as per work schedule and completed within the original completion date.

Score 2 if the requirements were met; otherwise, score 0.

There was no evidence that **all infrastructure projects** were completed in the original completion dates; some projects were behind schedule and not implemented as per work schedules.

For instance, the following projects were not completed within the original completion dates:

1. Completion of Construction of Mwello Seed School at UGX 648,323,714; intended completion date was 5/30/2024 but the project is still ongoing.
2. Construction of Hospital Mortuary at Tororo Hospital at UGX 93,250,000; intended completion date was 5/30/2024 but the project is still ongoing.

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| <p>a) Evidence that joint measurements were effectively conducted (admeasurement contracts)/works done verified (for lumpsum contracts) in terms of both quality and quantity and signed by the Project Manager and the contractor before works are certified.</p> <p>b) Evidence of either no advance payment or provision of a performance and advance payment guarantee before obtaining advance payment</p> <p>c) Evidence that the project was implemented as per work schedule and completed within original completion date</p> <p>d) Evidence that the LG developed a work schedule, displayed it, and reported on physical progress as per the work schedule and that there is no contract variation or variations in contract price for infrastructure investments for the previous FY were approved as per procedures (either within the threshold).</p> | <p>From the Budget Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY:</p> <p>From LG Engineer obtain project files</p> <p>Check for</p> <ul style="list-style-type: none"> • Work Schedule • When payment was made as compared to invoice date • Original and amended contract where there is a variation. <p>Verify if the:</p> <p>i. That the LG developed a work schedule, displayed it and reported on physical progress as per the work schedule.</p> <p>ii. That there is no contract variation or variations in contract price for infrastructure investments for the previous FY were approved as per procedures (either within the threshold)</p> <p>Score 2 if the requirements (i) and (ii) were met; otherwise, score 0.</p> | <p>There was no evidence that the LG developed a work schedule, displayed it, and reported on physical progress as per the work schedule for all projects.</p> |
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Effective mobilisation and management of financial resources

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| <p>Evidence that the LG realised an increase in OSR (excluding one/off, e.g., sale of assets, but including arrears collected in the year) from the previous FY but one to the previous FY, and evidence that the LG remitted the mandatory LLG share of local revenues during the</p> | <p>From the Chief Finance Officer, obtain a copy of the final accounts for the previous two years,</p> <ul style="list-style-type: none"> • Calculate the percentage increase in OSR, • Ascertain the percentage of the mandatory LLG share of local revenues during the previous | <p>a) There was evidence that Tororo DLG realised an increase in OSR from Previous but one to Previous FY by more than 5%</p> <p>According to Tororo DLG financial reports, OSR performance for FY 2022/2023 was UGX1,004,776,280. Performance for FY 2023/2024 was UGX1,659,624,537 (actual total was UGX5,346,659,716 but this included compensation from Standard Gauge Railway UGX3,687,035,179).</p> <p>This was an increase in revenue, which was UGX654,848,257 which was 65.1%.</p> <p>The increase was above 5%.</p> |
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previous FY not more than 10 days after cash limit release.	financial year, • Calculate the percentage of the LLG remitted From CFO obtain invoices and vouchers to ascertain when LG revenue was received and remitted. Verify if: i. If the increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from the previous FY but one to the previous FY was more than 5% ii. If the LG remitted the mandatory LLG share of local revenues during the previous financial year not more than 10 days after the cash limit release If the LG complies to (a) and (b) score 2 or else 0.	b) During the year ended 2023/2024, what was collected as OSR was UGX1,659,624,537. What was remitted to the thirty (30 sub counties and ten (10) town councils was UGX1,527,576,397, composed as follows: UGX182,034,324 Cash limit dates: 25/09/2023 Dates sent: 27/09/2023 UGX143,250,784 Cash limit dates: 26/10/2023 Dates sent: 07/12/2023 UGX130,461,379 Cash limit dates: 20/11/2023 Dates sent: 12/12/2023 UGX268,220,660 Cash limit dates: 20/11/2023 Dates Sent: 18/12/2023 UGX250,255,551 Cash limit dates: 13/02/2024 Dates sent: 14/02/2024 UGX120,349,995 Cash limit dates: 16/02/2024 Dates sent: 11/03/2024 UGX126,017,939 Cash limit dates: 07/05/2024 Dates sent: 09/05/2024 UGX85,113,282 Cash limit dates: 07/05/2024 Dates sent: 30/05/2024 UGX54,090,824 Cash limit dates: 07/05/2024 Dates sent: 26/06/2024 UGX100,681,496 Cash limit dates: 12/06/2024 Dates sent: 26/08/2024 UGX67,100,163 Cash limit dates: 12/06/2024 Dates sent: 10/10/2024 Total Remittances UGX1,527,576,397. This was 97.3%, which was well above the 65% threshold. Most of this big proportion of OSR was going back to Town Councils, leaving the DLG in dire straits. The DLG complied with the 65% OSR remittance requirement to LLGs. However, even though the income increased, in the majority of cases the funds were sent beyond 10 days after receipt of the cash limits. The LG did not comply with the second requirement.
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Evidence that the LG used all the development grants as per the grant guidelines and the eligible items in the respective

Obtain Budget performance reports from the Chief Finance Officer to ascertain the Development grants transferred to LGs

According to Tororo DLG 4th Quarter Budget Performance report for FY2023/2024 Development Grants were put to use as follows:

Tororo DLG Health had a DDEG budget UGX326,013,000, Health Development Grant budget UGX727,742,000, totaling of

investment menu score 2	during the previous FY From the budget website and/or MDAs obtain and review the respective grant guidelines focusing on the Investment Menu Determine whether all development grants in the previous FY were spent on the eligible items in the respective investment menu. If the LG used all of the development grants per the grant requirements and the eligible items in the respective investment menu, score 2 or else 0.	UGX1,053,755,000 and the cumulative release was UGX1,053,755,000. Total Expenditure was UGX1,047,442,000 and this was spent on Upgrading of Lwala HC II to HC III, Partial construction of semidetached staff house at Fungwe HC II, Partial construction of mortuary at Tororo General Hospital, Construction of 4 stance pit latrine at Mollo HC III, Construction of 4 stance pitlatrine at Nawire HC II, Supply of assorted medical equipment and furniture to health centres, Completion of staff house at Soni HC II, Construction of 4 stance pit latrine at Were HC II and Construction of 4 stance pit latrine at Petta HC III, among others. Tororo DLG had an Education Development Grant budget of UGX4,634,409,000 and the cumulative release was UGX4,634,409,000. Total Expenditure was UGX4,624,542,000 and this was spent on Supply 1212 desks to 25 Primary Schools, completion and construction of classroom blocks at Apokor P/S Barinyanga P/S Nyabanja P/S, Nawire P/S and Wikus P/S, Construction of latrines at Segere, Kisoko High School and Agola P/S and , among others. Tororo DLG Roads and Engineering had a Development Grant budget UGX1,000,000,000 and the cumulative release was UGX1,000,000,000. Total Expenditure was UGX996,400,000 and this was spent Periodic maintenance of 64.2km of district roads under road maintenance grant, 17km of district roads rehabilitated by Ministry of works, Held three road committee meetings and 91.4km of district roads maintained under URF, among others. Tororo DLG Water had a Development Grant budget totaling UGX1,252,892,000 and the cumulative release was UGX1,252,892,000. Total Expenditure was UGX1,246,295,000 and this was spent on rehabilitating 40 Community Bore holes with major breakdowns, maintaining 100 community bore holes with minor breakdowns, holding community engagement meetings, conducting 25 sites environment screening, completing the laying of 5.9 km of pipeline in wikusi sub county, lyolwa-sub county and kisoko subcounty areas, drilling production wells (1-Apetai sub county and 1-Kayoro sub county), constructing 16 new bore holes (Ojilai-1, kwapa-1,Apokori tc-1,Mella-1,Kisoko-1,Pajwenda tc-1,Merikit-2, Rubongi-1,Katajula-1,Nyangole-1,mwello-1,Nawire-1,kalait-1,Nabuyoga-1,molo-1,), conducting water source protection, monitoring 200 Community bore holes across the district and completion of VIPs in RGCs (Rubongi-1, Molo-1), among others. Tororo DLG Natural Resources had total budget of UGX20,000,000. Cumulative release was UGX20,000,000 and Total Development Expenditure was UGX20,000,000. The expenditures were on mainline activities such as Updating reports of Natural resources Assets both physical and Natural assets, baseline verification and disclosure of ESMP for projects, 3 acres of assorted bathdavia tree species planted in Datic and other Assorted trees planted in the compound for wind break and shade.
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The projects were eligible under DDEG guidelines (Table 7 – Positive List/Investment Menu, page 7-8) and the other applicable Development Grant Guidelines and facilitation of survey and titling of 7 district lands in 7 sub counties, among others.

There was evidence that Tororo DLG used the development grants as per the grant guidelines and the eligible items in the respective investment menu.

13

0

Evidence that the LG produced an annual audit plan and quarterly internal audit reports, the LG PAC discussed internal and external audit issues and reported to the district chairperson or Mayor, and the LG resolved audit issues identified by internal and external audits.

From the Internal Auditor, obtain an audit plan and audit reports to verify the timely production of internal audit reports.

Obtain minutes of LG PAC to establish whether they have discussed both internal and external issues and made recommendations to the Accounting officer.

From CFO, Obtain reports on the implementation of audit recommendations.

Verify If the LG:

i. Produced an annual audit plan and quarterly internal audit reports within two months of the end of the quarter,

ii. The LG PAC discussed internal and external audit issues and reported to the district chairperson or Mayor , and

iii. The LG resolved at least 80% of audit issues identified by internal and external audits (due audit recommendations are implemented)

If the requirements (i) to (iii) are met score 2 or else 0.

a) The DLG had an Internal Audit Annual Workplan for FY2023/2024. The plan is dated 28th March 2023, authored by the Principal Internal Auditor and submitted to the Internal Auditor General on 30th March 2023 as per acknowledgement receipt.

The DLG produced the four quarterly reports of FY2023/2024 as follows:

Quarter one report dated 27th October 2023 and submitted to Speaker, CAO, LC5, CFO, IAG, RDC and MoLG on 27th October 2023.

Quarter two report dated 25th January 2024 and submitted to Speaker, CAO, LC5, CFO, IAG, RDC and MoLG on 29th January 2024.

Quarter three report dated 29th April 2024 and submitted to Speaker, CAO, LC5, CFO, IAG, RDC and MoLG on 7th May 2024.

Quarter four report dated 26th July 2024 and submitted to Speaker, CAO, LC5, CFO, IAG, RDC and MoLG on 13th August 2024 and the Internal Auditor General on 31st July 2024.

The LG had an Annual Audit Workplan and all the four (04) quarterly internal audit reports and **there was evidence that all the four reports were timely produced and submitted.**

b) The LG has an active Public Account Committee which sits and discusses LG audit reports.

PAC sat on 27th to 29th August 2024 according to its report dated 23rd September 2024 and handled the TDLG Auditor General's report for FY2022/2023. The Committee examined and discussed the Auditor General's report for TDLG for FY2022/2023 in accordance with Section 88(7) of the Local Government Act (Cap. 243) as amended.

The LGPAC has not yet sat too handle the internal audit reports of FY2023/2024.

Though the LGPAC is functional, it has only handled TDLG FY2022/2023 Auditor General report. The internal Audit reports for FY2023/2024 were not yet handled.

The LG did not comply with the requirement.

c) Though the LGPAC is functional, during the previous FY2023/2024 to date it only handled FY2022/2023 Auditor General report and none of FY2023/2024 Internal Audit reports. Therefore none of the audit recommendations of the period under consideration came to DPAC or Council for

consideration. None of the issues was resolved.

The PAC report on FY2022/2023 Auditor General report was planned to be presented to DEC and Council in their sitting in the next two weeks. The reports were not yet at the Action stage.

The LG did not comply with the requirement.

14	Evidence that the LG has an unqualified audit opinion for the previous FY	From the OAG, obtain and review audit opinions Verify if the LG has an unqualified audit opinion for the previous FY to score 2 or else 0	The Indicator will be assessed in January 2025 after OAG results for FY2023/2024 audits come out.	0
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Environment, Social, Health and Safety

15	Evidence that the LG implemented all mitigation measures in the Environmental & Social Management Plans (ESMPs) for all Projects in the previous year as provided for in the Guidelines.	From DNRO/Environment Officer • Obtain and review the Environmental & Social Management Plans (ESMPs) for all projects • Sample projects (at least 3) to verify that the mitigation measures in the project ESMPs were implemented as reported. If ALL the mitigation measures were implemented in 100% of the projects sampled score 2 or else 0.	There was evidence that the mitigation measures in the ESMPs were partially implemented for some projects and not all infrastructure projects as verified on project sites during assessment. Examples include; Construction of Iyolwa seed secondary school Ref No MoES/UgIFT/Wrks/21-22/00005(Lot 32), Contractor M/S Custom Engineering Ltd. Contract Amount 5,829,050,226 UGX funded by UgIFT.No incidences/Accidents reported on site, and no grievances recorded,some workers were in partial PPEs with gumboots, landscaping was seen on site. However, no Hoarding of site as stray animals were accessing site and eating planted trees Upgrade of Nagongera-Namwaya HC II to III in West Budama North in Tororo district under Lot 7. Ref No MoH-/UgIFT/Wrks/21-22/00001 under (Lot 7), Contractor: M/S Rak Bold edge Joint venture. Contract Amount 889,255,031 UGX. Grass was planted to control soil erosion during site visit, no major social issues were in place. However, a heap of Debris was left in front of the Health center premises compromising solid waste management Reconstruction of 2 classroom block at Tororo Prisons PS under maintenance other. Ref No Toro932/Wrks/23-24/00046, Contractor M/S Ageck(U)Ltd. Contract Amount 87,669,929 UGX. Drainage was not done well as topsoil was being washed down of the structure, exposure of lightening arrestor conduit on building was exposed out .	0
16	Evidence that the	From the Budget	Tororo DLG implemented more than 45	2

LGs has constructed infrastructure projects where it has proof of land ownership/ right of way	Performance Report, obtain a list of all infrastructure projects constructed by the LG in the previous FY	infrastructure capital investment projects in FY2023/2024 in its different departments.
	From the LG Accounting Officer, obtain copy of the land titles, sale agreements and/or MOUs to establish whether all projects for the previous FY have proof of land ownership/ right of way	Proof of ownership of the land where the projects were implemented was provided for the DLG projects at the headquarters and other locations where Water, Health, Education and other infrastructures were established during the year.
	• If the LG has a title in the name of the LG or the Institution score 2	District headquarters land – Title No. Vol 1591 Folio 20. Plot 22 Jower Road. Tororo District Local Government.
	• If the LG has registered a sale agreement or MOU score 1	Tororo District General Hospital – Construction of mortuary - Title No. LAF: TML/01/01/1921. Vol. TOR21. Folio 22. Tororo District Local Government.
		Upgrading of Namwaya HCII to HCIII – Land purchase agreement between TDLG and Archdiocese of Tororo, dated 03/04/2024.
		Construction of Osia S/C Admin block – Land purchase agreement witnessed by the area LC chair.
		Construction of two classroom block at Nawire P/S – Land purchase agreement with Archdiocese of Tororo dated 17/05/2024
		Construction of 5 stance latrine at Liwira P/S – Land purchase agreement with Archdiocese of Tororo dated 17/05/2024
		Construction of three classroom block at Barinyanga P/S – Land purchase agreement with Archdiocese of Tororo dated 17/05/2024
		Construction of two classroom block at Namalogo P/S – Land purchase agreement with Archdiocese of Tororo dated 17/05/2024
		Construction of two classroom block at Ojilai P/S – Land purchase agreement with Archdiocese of Tororo dated 17/05/2024
		Construction of two classroom block at Wikus P/S – Land purchase agreement with Archdiocese of Tororo dated 17/05/2024
		Construction of 3 classroom block at Liwira P/S – Land purchase agreement with Archdiocese of Tororo dated 17/05/2024.
		Other land agreements provided/seen as evidence:
		Consent from Etyang Lawrence on 03/03/2024, Donation by Etyang Lawrence dated 03/03/2024, Consent by Okumu Nuwa dated 07/04/2024, Consent by Nyamwenge Ketty dated 50/05/2024, Donation by Omagoro Michael dated 11/03/2024, MoU for donation by Emmanuel Obbo dated 08/05/2024 and 18 other Agreements/Consents or MoUs variously dated offering land for Water, Education or Health projects were provided as evidence.
		Sufficient evidence was provided/seen concerning proof of ownership of the land where the DLG implemented infrastructural projects in FY2023/2024.

17	Evidence of implementation of the Stakeholder Engagement Plan implemented in the previous FY	From the DCDO obtain and review; • The approved Stakeholder Engagement Plans for the previous FY. • Reports of implementation of the stakeholder Engagement Plan for the previous FY. To determine - o The engagements held with stakeholder - o Resolutions made - o Actions taken - o Outcomes of the actions Note that reports should be in tandem with the SEP If the above requirements are complied with score 2 or else 0.	There was evidence seen that Stakeholder Engagement Plan is in place and being implemented for example Minutes of the district council held on 31/10/2023-Min 15 showed presentation of approved SEP 2023/2024 which council approved. The 2023/2024 SEP was in existence showing objective of the Plan, to enable effective participation of communities and promote community ownership of projects signed by DCDO and CAO (Kagaba Richard Dora) There was also a costed SEP showing Educ, Health and water sectors and sexual harassment policy that guided implementation of the SEP. This was signed on 24/5/2024 by DCDO and CAO. Implementation involved forming GRCs at project level to address grievances as seen in the Grievance log book	2
18	Evidence that GRCs at project level are existent, functional and that the communities/workers have been sensitized about their existence and are using them	Review the GRCs at various projects to establish i. They are as constituted as per the circular issued by MoGLSD in July 2023 ii. Evidence that grievances are recorded iii. Evidence that the grievances that were received were acted upon iv. Evidence that the GRC activities are funded v. Evidence that the community/workers have been sensitized about the existence of the GRC vi. Evidence that the GRCs have been trained on their roles and responsibilities	There was evidence that Tororo District LG had an existing GRC in place at project level and community/ workers sensitized. Example: i. The GRC was constituted as per the circular issued by MoGLSD in July 2023. There was an appointment of GRC members for Tororo DLG Ref CR/224/1 dated 11/7/2023 and signed by CAO (Atama Gabriel) The GRC Members include: 1) Kagaba Richard-DCAO(Chairperson) 2) Oguti Vincent-DCDO(Secretary) 3) Ojangole Wilber-Member Chair/Youth 4) Aol Evelyn- Senr Environment Officer-Member 5) Onyango Jerome (SLO)-Member 6) Emoit Patrick-CSO-Representation 7) Ayo Proscovia-CL(HIV/AIDS) 8) Obore Alfred (Chair elders council) 9) Stella Obel (Chair Women Council). ii. There was evidence that the grievances were recorded in a GRC Log (Complaints register) showing Name of complaint, contact, description of	2

- If the requirement (i) to (vi) above are complied with score 2 or else 0.
- complaint and action taken e.g. The CAO (Atama Gabriel) reported on 17/6/2024 after site inspection of Namawayaya HC II upgrade, non-payment of workers. The Labour officer and DCDO visited the site to verify claims on 12/6/2024. Workers were therefore paid on 24/6/2024. 140,000UGX -
- iii. There **was evidence** seen in the Tororo DLG where the grievances that were received were acted upon in the Log register seen. example In Mwello seed school on 21/5/2024, Okello Lawrence reported non-payment of wages. The GRC sat and contractor agreed to pay him later to his satisfaction
- iv. There **was evidence** seen that the GRC activities are funded at the time of assessment, example sensitization of workers and community leaders and GRC members held on 19/2/2024 in education department. EFT Payment of 6,000,000UGX, Voucher No 9226793 was made for the activity signed by accounting officer on 1/3/2024
- v. There **was evidence** that the community/workers have been sensitized about the existence of the GRC, example sensitization of stakeholders engagement and GRM in Mollo subcounty held on 28/1/2024 the aim of training was to raise awareness and formation of functional committees in PS ,HCs and educate about GBV issues signed by Mollo CDO(Adhola Judith). 21 people were in attendance .
- vi. There **was evidence** that the GRCs have been trained on their roles and responsibilities example there were minutes of community-based service meeting held on 14/11/2023 at Tororo Teacher's resource center to train on GBV, HT, SMCs and HUMC's. 60 people attended the meeting. The minutes were signed by chairperson and Minute Secretary on 16/11/2024

Transparency, oversight, reporting and accountability

19

- The LG shared key information with and responded to the issues raised by the councilors and citizens
- From Clerk to Council find minutes of Council discussing the LG assessment report.
- Sample 5 sites to establish display of relevant information
- From the LG Planner, obtain minutes of Baraza and attendance lists to establish issues discussed
- Radio Program Recordings
- Obtain from the CFO the charge policy.
- Check display of tax
- i) According to the TPC minutes provided for the assessment, the results of the Performance Assessment for FY 2022/2023 were shared in in the TPC and later on, the Council.
- The results were shared in the Extended TPC meeting which sat at the DLG headquarters on 3rd September 2024, attended by 48 stakeholders. The LG at 56% was the 86th position out of 176 LGs.
- However there was no evidence that the results including their implications in terms of funding gains or losses were shared. Also, the results were shared only in an internal forum but not to the public stakeholders through engaging fora such as baraza, radio, circulars or workshops.
- There was no evidence** that the dissemination of FY2023/2024 assessment results and their financial implications was satisfactorily done.
- ii) **There was evidence** that Performance Assessment results for FY2023/2024 were presented and discussed in Council.

0

information on public notice boards

Verify that:

i. LG shared LGMSD PA results for the previous FY and how much the LG gained or lost regarding the size of the development grants based on performance results with the citizens through at least one of the following forms: barazas; radio; circulars and workshops

ii. The LG Council has discussed the LG Performance assessment results in Council and that the Accounting Officer has implemented the Council resolutions on the LG Performance Assessment

iii. The LG has placed site boards on all construction sites to display information regarding procurement and contract management including: the name of the project; the contractor; source of funding; expected duration (include start and end dates as well as calendar days) and location.

iv. The LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programs etc.) with the public to provide feedback on status of activity implementation:

v. The LG has made publicly available information on i) tax rates, ii) collection procedures, iii) procedures for appeal; (iv) amounts

According to Council Minutes, the Council meeting which sat on 30/05/2024 discussed the Performance Assessment Results of FY2023/2024 (Min 41/TDLG/C/30/05/2024: Presentation and Discussion of National Assessment Results for FY2022/2023 by Council). The ranking of the district was 142.

The LG did comply with the requirement.

iii) There was a **missing site board** on the solar powered irrigation scheme for Naleba Ahmed and construction of the production well in Apetai S/C. However, all the other projects sampled had evidence of existing site boards.

iv) For TDLG, **No evidence was provided/seen** that the DLG did interact with the public through barazas, radio talk shows conferences or otherwise to provide feedback on the implementation of activities during FY2023/2024.

The requirement was not satisfactorily met.

v) The LG had displayed on its noticeboard a copy of the charge policy including the tax assessment amounts/rates on different tax payers in the DLG.

The information displayed however lacked anything concerning what was collected in FY2023/2024 or how it was used.

The evidence provided was not satisfactory .

collected during the previous FY and how it was used.

If (i) to (v) above complied with score 2 or 0

20

2

Evidence that the LG supervised or mentored all LLGs; ensured that the results/reports of support supervision visits were discussed by the TPC and used by the District/Municipality to make recommendations for corrective actions and followed up; the LG conducted credible assessments of LLGs as verified during the National LGPA exercise; and the LG conducted mock assessments, discussed the results, and took corrective action in preparation

From the Planner, obtain mentoring reports and minutes of TPC meetings to establish whether the HLGs supported LLGs in the previous financial year.

From the Performance Assessment Focal Person obtain mock assessment results to establish that mock assessments were conducted, results discussed and corrective action taken

From the OPAMS, obtain the internal assessment reports of LLGs and compare with the results of the verification team to establish whether the results are within +/- 10%

Check and verify that:

i. The LG has supervised or mentored all LLGs;

ii. Results/reports of support supervision visits were discussed by the TPC, used by the LG to make recommendations for corrective actions and followed up

iii. The LG conducted credible assessment of LLGs as verified during the National LGPA exercise

iv. The LG conducted mock assessment, discussed the results and took corrective action in preparation/readiness for the national performance assessment exercise

i) Four monitoring and mentoring reports were provided as evidence for monitoring and mentoring for LLGs during the FY2023/2024.

A Monitoring activity was carried for quarter two FY2023/2024 by a team constituted of multi-sectoral groups - Planning, Trade, Audit, Education, Production, Finance and Natural Resources on the dates from 6th to 17th November 2023. The mentoring and monitoring activity covered the projects - Utilisation of the DDEG grant by LLGs, usage of completed projects, progress of the on-going projects and the impact of capital development projects in the community etc. Places and LLGs monitored included review of workplans, progress of capital development projects e.g. Otukuyuri-Mayeba road of 1.5kms, DDEG usage progress and opening of Tororo-Malaba via Olakatar's home (0.5kms) in Apokor T/C, Kalait S/C - monitored utilisation of the Grant 5.2m as at quarter 2, progress of the community access road Alupe-Alechai 1.5kms and found it not yet done as of quarter two yet it was supposed to have been started, Mulanda S/C - monitored construction of 2 stance latrine at Pasindi P/S in Pasindi Parish which was found not yet done as at quarter two.

A Mentoring report dated 25th June 2024 shows that mentoring was done in the third quarter for LLGs which performed poorly during the LLG assessment. They included Akadot S/C, Nabuyoga S/C, Apetai S/C, Iyolwa S/C, Iyolwa T/C, Kayoro S/C, Morukatipe S/C, Mwello S/C and Ojilai S/C. The mentoring was done by a team of 6 people i.e. the CAO, District Planner, Natural Resources Officer, Statistician, Accountant and Assistant Statistician. The main areas of mentoring were the areas where they each scored below average as per assessment report. The mentoring took place from 15th to 28th March 2024.

A monitoring report dated 26th June 2024 for Monitoring activity that was carried on 13th and 14th June 2024 for quarter four FY2023/2024 by the the CAO, District Planner, Statistician, Accountant and Assistant Statistician. The mentoring and monitoring activity covered Development planning and dissemination of the revised DDEG guidelines. The activity took place at the DLG HQs and had 120 participants according to the attendance list seen. The participants included sub county chiefs, town clerks, community development officers, sub accountants and town treasurers.

Monitoring and mentoring activity was carried for quarter four FY2023/2024 by the the CAO, District Planner, Natural Resources Officer, Statistician, Accountant and Assistant Statistician on the following dates; 28th May to 11th June 2024. The mentoring and monitoring activity covered all the 40 DLG lower local governments. The monitoring

If (i) to (iv) above requirements are complied with score 2 or else 0

aimed to assess the progress of projects, utilisation of the grants and usage of completed projects as well as the impact in the community. Examples included Magola S/C where 80% of the infrastructural capital projects were completed as of end of quarter 4 including maintenance of Osia-Pakamulungi A-B, Magoro A-B to Papoli CAR (5kms) was completed and in use. Also maintenance of Centre Pole Pochulu – Pakamulungi A-B CAR (3kms) in Poyameri Poyameri Parish was completed and in use. As a result, there was increased accessibility, better links between institutions, trade was promoted etc. Iyolwa S/C – as at quarter four, the project Completion of the 5 stance pit latrine at Poyem P/S was complete and in use. The funds were 80% utilised. Also monitored was Osukuru T/C where specific projects monitored included mechanized maintenance of service lanes (4.3kms) which was not yet done as at quarter four and construction of a market stall at Corner, which had not yet began.

In the different projects visited, observations and recommendations were made for action.

There was evidence provided/seen to the effect that there was monitoring and mentoring for LLGs and the development programs that were being implemented therein during the previous FY2023/2024.

ii) Four sets of minutes were provided as evidence of presentation of monitoring /supervision reports for the four quarters to, and their discussion in TPC.

TPC minutes for a meeting which sat on 05/09/2023 discussed quarter one monitoring and supervision report (Minute No. Min DTPC/SEPTEMBER/23/6: Presentation and Discussion of Quarter 1 Monitoring Reports).

TPC minutes for a meeting which sat on 06/02/2024 discussed quarter two monitoring and supervision report (Minute No. DTPC/FEBRUARY/24/8: Discussions of Quarter 2 monitoring reports, Work plans and Project Profiles of FY2024/2025).

TPC minutes for a meeting which sat on 02/04/2024 discussed quarter three monitoring and supervision report (Minute No. DTPC/APRIL/24/9: Discussion of Quarter 3 Monitoring Reports).

TPC minutes for a meeting on 30/07/2024 discussed quarter four mentoring and supervision report (Minute No. DTPC/JULY/24/8: Presentation and Discussion of Mentoring and Quarter 4 Mentoring reports for the Previous FY2023/2024).

There was evidence that the DLG carried out mentoring/supervision activities, reported on them, the reports were handled by the TPC and some corrective actions have been taken during FY2023/2024.

iii) **There was evidence** that the DLG carried out assessments of all the 40 DLG LLGs (30 S/Cs and 10 (T/Cs)).

The exercise was carried out from 12th to 28th August 2024. It was carried out by a multi-sectoral

team of 13 people from the departments of Planning, Finance, Production, Natural Resources (Environment and Physical Planning), Education, Community Based Services, Health, Human Resources and Engineering. The activity was coordinated by Mr Ouma Felix the District Planner.

The average score for the assessments of the 30 Sub counties and 10 Town Councils was 61.5.

iv) The MLG did carry out mock assessments as preparation for the National assessment. The Mock assessment was carried out from 30th October to 5th November 2024. and involved the DLG departments of Health, Education, Water, Production, Roads and Engineering, , Finance, Planning, Internal Audit, Statutory Bodies and Administration. The mock assessment involved the key officers of the DLG who were the coordinated by the District Planner. Attendance records for the mock assessment exercise were also provided and verified.

The average score of the DLG was 58.1%.

There was evidence that the LG carried out mock assessments in preparation for the National Assessment.

Evidence that the LG prepared both quarterly financial and quarterly physical progress reports covering all development projects and the reports were discussed by the relevant organs

From Clerk to Council, obtain minutes of council committees

Verify that the quarterly physical progress and financial reports were discussed by the (i) TPC; (ii) DEC; (iii) Council Committees to score 2 or else 0

There was evidence that the LG prepared both quarterly financial and quarterly physical progress reports covering all development projects and the reports were discussed by the relevant organs.

Minutes of the Health and Education Committee of Council for 25/01/2024 show that the Committee discussed progress reports status of implementation of projects e.g. construction of underground water tanks at Kwapa HCIII and Mukuju HCIV, construction of incinerators at Kiyeyi HCIII and Muranda HCIV. Construction of 5 stance VIP latrine at Maliri P/S, commissioning of the project which were ready e.g. Ochegehi P/S, challenges in Education such as schools with less than seven classrooms such as Nyangok, Agwok, Senda, Morukatipe, Mikiya and Pobwok P/S.

Minutes of the Works and Health and Education Committee of Council for 15/11/2023 show that the Committee discussed the status of Education projects e.g. Pajwenda Seed Secondary school (at procurement), lyolwa Seed Sec (at roofing) and SopSop Seed Secondary (at roofing). For Health the meeting discussed the status of HIV infections in the young generation in Tororo and absenteeism of health works in health facilities.

Minutes of the Works and Technical Services Committee of Council for 24/01/2024 show that the Committee discussed status of implementation of projects e.g. Periodic maintenance and culvert and road safety activities on Adumai-Koitangiro road, UCI-Osia-Potela road, Tuba-Merikit road and Kisoko-Pajwenda road.

The same meeting discussed a technical report on appraisal of 16 sites for borehole installation and 3 production wells under Ugift. Also 4 for VIP latrines at RGCs and 2 sites for extension of piped water.

However, **evidence of the above reports being presented in TPC, DEC and Council was not provided/seen. This was besides the fact that no evidence of quarterly physical progress and financial reports being presented through the above stages.**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Quality				
1	Evidence that the average LG PLE pass rates for UPE (Government Aided) improved between the previous school year but one and previous school year	From the LG obtain UNEB results disaggregated between Government aided and private schools and review: • The LG PLE results for the previous school year but one and the previous year • Calculate the pass rate or percentage increase between the previous school year but one and the previous year • Calculate the percentage of pupils that passed between grades 1 and 4 for both years • For districts with municipalities, disaggregate results between the districts and the MC. If the average LG PLE pass rates for UPE (Government Aided) improved between the previous school year but one and previous school year, Score 3 or else score 0	The assessor obtained UNEB PLE results for the previous academic year and previous academic year but one. According to the UNEB PLE results, a total of 11,395 candidates in Tororo district sat PLE in 2022, out of which 8,774 candidates passed in divisions 1 – 4 which translates to a pass rate of 77%. In 2023, a total of 9,145 candidates sat PLE, out of which 7,316 candidates passed in divisions 1 – 4 which is a pass rate of 80%. Therefore, there was an increase of 3% pass rate between 2022 and 2023	3

Evidence that the average LG PLE pass rates for UPE (Government Aided) improved between the previous school year but one and previous school year

From the LG obtain UNEB results disaggregated between Government aided and private schools and review:

- The LG PLE results for the previous school year but one and the previous year

- Calculate the pass rate or percentage increase between the previous school year but one and the previous year

- Calculate the percentage of pupils that passed between grades 1 and 4 for both years

- For districts with municipalities, disaggregate results between the districts and the MC.

If 20% of the learners in the LG government aided schools scored PLE pass grades between 1 and 2, in the previous year Score 3 (max) or else score : 0

In 2023, 9,145 candidates sat for PLE in Tororo district, out of which 2,263 candidates passed in divisions 1 and 2 which is 25%

Evidence that the average LG PLE pass rates for UPE (Government Aided) improved between the previous school year but one and previous school year

From the LG obtain UNEB results disaggregated between Government aided and private schools and review:

- The LG PLE results for the previous school year but one and the previous year

- Calculate the pass rate or percentage increase between the previous school year but one and the previous year

- Calculate the percentage of pupils that passed between grades 1 and 4 for both years

- For districts with municipalities, disaggregate results between the districts and the MC.

If 20% of the learners in the LG government aided schools scored PLE pass grades between 1 and 2, in the previous year Score 3 (max) or else score : 0

The assessor obtained UNEB PLE results for the previous academic year and previous academic year but one. According to the UNEB PLE results, a total of 11,395 candidates in Tororo district sat PLE in 2022, out of which 8,774 candidates passed in divisions 1 – 4 which translates to a pass rate of 77%. In 2023, a total of 9,145 candidates sat PLE, out of which 7,316 candidates passed in divisions 1 – 4 which is a pass rate of 80%. Therefore, there was an increase of 3% pass rate between 2022 and 2023

Evidence that the average LG PLE pass rates for UPE (Government Aided) improved between the previous school year but one and previous school year

From the LG obtain UNEB results disaggregated between Government aided and private schools and review:

- The LG PLE results for the previous school year but one and the previous year
- Calculate the pass rate or percentage increase between the previous school year but one and the previous year
- Calculate the percentage of pupils that passed between grades 1 and 4 for both years
- For districts with municipalities, disaggregate results between the districts and the MC.

If 70% of the learners in the LG government-aided schools scored PLE pass grade rates 4 (cumulative), Score 2 or else score : 0

In 2023, a total of 9,145 candidates sat PLE, out of which 7,316 candidates passed in divisions 1 – 4 which is a pass rate of 80%.

Evidence that the average LG PLE pass rates for UPE (Government Aided) improved between the previous school year but one and previous school year

From the LG obtain UNEB results disaggregated between Government aided and private schools and review:

- The LG PLE results for the previous school year but one and the previous year

- Calculate the pass rate or percentage increase between the previous school year but one and the previous year

- Calculate the percentage of pupils that passed between grades 1 and 4 for both years

- For districts with municipalities, disaggregate results between the districts and the MC.

If 70% of the learners in the LG government-aided schools scored PLE pass grade rates 4 (cumulative), Score 2 or else score : 0

The assessor obtained UNEB PLE results for the previous academic year and previous academic year but one. According to the UNEB PLE results, a total of 11,395 candidates in Tororo district sat PLE in 2022, out of which 8,774 candidates passed in divisions 1 – 4 which translates to a pass rate of 77%. In 2023, a total of 9,145 candidates sat PLE, out of which 7,316 candidates passed in divisions 1 – 4 which is a pass rate of 80%. Therefore, there was an increase of 3% pass rate between 2022 and 2023

Access

Evidence that the total primary school enrolment over the previous academic year and the current year is either above 80% or increased by 5%.

- From UBOS obtain data on population of primary school going age children.

- From EMIS/LG Education department obtain enrolment data for the current and previous year.

- Calculate the percentage of learners attending school out of the total expected to be in school - disaggregated data for boys, girls and SNE.

If the boys' school enrolment increased over the previous two academic years Score 2 or else score: 0

According to data obtained from the District Education Office, in 2023, total enrolment in primary schools for boys in Tororo district was 98,307 and in 2024 total enrolment for boys in primary schools was 111,574 which is an increase of 13,267 (13.5%)

Evidence that the total primary school enrolment over the previous academic year and the current year is either above 80% or increased by 5%.

- From UBOS obtain data on population of primary school going age children.
- From EMIS/LG Education department obtain enrolment data for the current and previous year.
- Calculate the percentage of learners attending school out of the total expected to be in school - disaggregated data for boys, girls and SNE.

If the girls' school enrolment increased over the previous two academic years Score 2 or else score: 0

In 2023, total enrolment for girls primary schools in Tororo district was 92,886 and in 2024 total enrolment for girls in primary schools was 104,993 which is an increase of 12,107 (13%)

Evidence that the total primary school enrolment over the previous academic year and the current year is either above 80% or increased by 5%.

- From UBOS obtain data on population of primary school going age children.
- From EMIS/LG Education department obtain enrolment data for the current and previous year.
- Calculate the percentage of learners attending school out of the total expected to be in school - disaggregated data for boys, girls and SNE.

If the SNE enrolment increased over the previous two academic years Score 2 or else score: 0

In 2023, enrolment of SNE learners in primary schools in Tororo district was 1,208 and enrolment for SNE learners in primary schools in Tororo district in 2024 was 1,410 which is an increase of 202 (17%)

Evidence that the total secondary school enrolment over the previous two academic years is either above 70% or increased by 5%

- From UBOS obtain data on population of secondary school going age children.

- From EMIS/LG Education department obtain enrolment data for the current and previous year.

- Calculate the percentage of learners attending school out of the total expected to be in school - disaggregated data for boys, girls and SNE.

If the boys school enrolment increased for the previous two academic years Score 2 or else score: 0

In 2023, total secondary school enrolment for boys in Tororo district was 8,345 and in 2024 total enrolment for boys in secondary schools in Tororo district was 10,004 which is an increase of 1,659 (20%)

Evidence that the total secondary school enrolment over the previous two academic years is either above 70% or increased by 5%

- From UBOS obtain data on population of secondary school going age children.

- From EMIS/LG Education department obtain enrolment data for the current and previous year.

- Calculate the percentage of learners attending school out of the total expected to be in school - disaggregated data for boys, girls and SNE.

If the girls' school enrolment increased for the previous two academic years Score 2 or else score: 0

In 2023, total secondary school enrolment for girls in Tororo district was 7,135 and in 2024 total enrolment for girls in secondary schools in Tororo was 8,618 which is an increase of 1,483 (21%)

Evidence that the total secondary school enrolment over the previous two academic years is either above 70% or increased by 5%

- From UBOS obtain data on population of secondary school going age children.

- From EMIS/LG Education department obtain enrolment data for the current and previous year.

- Calculate the percentage of learners attending school out of the total expected to be in school - disaggregated data for boys, girls and SNE.

If the number of SNE enrolment increased over the previous two academic years Score 2 or else score: 0

In 2023, enrolment of SNE learners in secondary schools in Tororo district was 51 and enrolment for SNE learners in secondary schools in Tororo district in 2024 was 75 which is an increase of 24 (47%)

Evidence that the monthly average learner attendance for government aided primary schools in the LG for the current academic year is above 90%

- From the LG Education department obtain and review attendance data for all primary schools in the current academic year and calculate the average level of attendance.

- Sample at least two (2) primary schools to verify accuracy of attendance data in the school registers

Verify if the monthly average learners' attendance is above 90% score 4 or else 0

The assessor accessed average termly attendance rate for learners in primary schools in Tororo district in 2024 (term 1 and term 2) and found out that it stood at 92%. The assessor sampled 2 primary schools (Kisoko Boys Primary school and Apokor Primary School) and confirmed that attendance data in their registers were accurate.

6	Evidence that the monthly average learner attendance for government aided secondary schools in the LG for the current academic year is above 90%	• From the LG Education department obtain and review attendance data for all secondary schools in the current academic year and calculate the average level of attendance. • Sample at least one (1) secondary schools to verify accuracy of attendance data in the school registers Verify if the monthly average learners' attendance is above 90% score 4 or else 0	The assessor accessed average termly attendance rate for secondary school learners in Tororo district in 2024 (term 1 and term 2) and found out that it stood at 92%. The assessor sampled Atiri Secondary School and found out that their monthly learner attendance data in the register was accurate	4
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Efficiency

7	Evidence that the progression rate across government aided primary school grades in a LG has increased between the previous and current year	• From the EMIS/LG Education department obtain progression data for the respective grades (i.e. P1-P3; P4-P5; P6-P7) and calculate the percentage change • Sample at least two (2) primary schools to verify. If 90% - 100% of the learners in P1 progressed to P3 Score 2 or else score: 0	A total of 35,526 learners enrolled in P1 in 2022 and in 2024, there were 39,718 enrolled in P3 which is a progression rate of 112%. This was attributed to the fact that other learners from private schools enrolled in government schools in 2023 making the number bigger than the those enrolled in the base year. The two primary schools visited by the assessor were Kisoko Boys primary School and Apokor primary school whose enrolment data was found to be accurate	2
7	Evidence that the progression rate across government aided primary school grades in a LG has increased between the previous and current year	• From the EMIS/LG Education department obtain progression data for the respective grades (i.e. P1-P3; P4-P5; P6-P7) and calculate the percentage change • Sample at least two (2) primary schools to verify. If 90% - 100% of the learners in P4 progressed to P5 Score 2 or else score: 0	Total enrolment of learners in primary 4 in 2023 was 26,559 and total enrolment for learners in primary 5 in 2024 was 29,965 which is a progression rate of 113%. This means other learners joined the cohort which was in primary 4 in 2023. The two primary schools visited by the assessor were Kisoko Boys primary School and Apokor primary school whose enrolment data was found to be accurate	2

7	Evidence that the progression rate across government aided primary school grades in a LG has increased between the previous and current year	- From the EMIS/LG Education department obtain progression data for the respective grades (i.e. P1-P3; P4-P5; P6-P7) and calculate the percentage change - Sample at least two (2) primary schools to verify. If 90% - 100% of learners in P6 progressed to P7 Score 2 or else score: 0	Total enrolment of learners in primary 6 in Tororo district in 2023 was 27,714 and in 2024 enrolment of learners in Tororo district in primary 7 was 25,676 which is a progression rate of 104%. The two primary schools visited by the assessor were Kisoko Boys primary School and Apokor primary school whose enrolment data was found to be accurate	2
8	Evidence that the primary school completion rate for both boys and girls in government aided primary schools in the LG for the previous school year is above 80%	From the EMIS/ LG Education Office, obtain and review data on the primary school completion rates. If the total primary school completion rate for both boys and girls in government aided primary schools in the LG for the previous school year is above 80% Score 2 or else score : 0.	In 2018, 28,198 learners enrolled in Primary 1 in Tororo District. In 2024, there were 25,369 learners enrolled in P7 which translates to gross completion rate of 90%	2
8	Evidence that the primary school completion rate for both boys and girls in government aided primary schools in the LG for the previous school year is above 80%	From the EMIS/ LG Education Office, obtain and review total enrolment in P1 seven years ago and compare with current P.7 enrolment If the total primary school completion rate boys in the LG for the previous school year is above 80% Score 2 or else score 0.	In 2018, 14,248 boys enrolled in P1 in Tororo district and there were 12, 642 boys in P7 in 2024 which is a completion rate of 89%	2
8	Evidence that the primary school completion rate for both boys and girls in government aided primary schools in the LG for the previous school year is above 80%	From the EMIS/ LG Education Office, obtain and review then calculate percentage of completion If the total primary school completion rate for girls in the LG for the previous school year is above 80% Score 2 or else score 0.	In 2018, 13,950 girls enrolled in P1 in Tororo district and there were 12,726 girls in P7 in Tororo district in 2024 which is a completion rate of 91%	2

Evidence that the LG maintains accurate teacher deployment data for government aided primary schools and the information has been displayed at the LG and school notice boards, and the Education department has equitably deployed qualified teachers across government aided primary schools as per MoES staffing standards

- From the LG Education department, obtain data on teacher deployment.

- Sample two primary schools to verify whether teachers are deployed and teaching in the schools as indicated in the staff lists.

- From the school notice boards verify whether the teachers deployed in the school are displayed.

- From the LG Human Resource Management (HRM) department, obtain the teacher payroll data

Check and verify if:

i. The LG maintains accurate teacher deployment data for government-aided primary schools and the information has been displayed at the LG and school notice boards

ii. The LG Education department has equitably deployed qualified teachers across government aided primary schools as per MoES staffing standards (i.e. a minimum of a head teacher and 7 teachers or a minimum of one teacher per class for schools with less than 7 grades)

If requirements (i) and (ii) are met, score 3 or else 0.

There was evidence from the staff lists of all primary schools in Tororo district to confirm that all met the required MoES standard of at least 8 teachers including the head teacher. The information of staffing was found to be accurate. The lists of primary school teachers were deployed on noticeboards at the district headquarters and the two sampled primary schools (Kisoko Boys primary had 19 teachers on government payroll and Apokor primary school had 19 teachers on government payroll)

10	Evidence that the LG maintains accurate secondary school staff lists and payroll data and the information has been displayed at the LG and school notice boards Score 2 or else score: 0	From the LG Education department/ LG HRM division, obtain payroll data and staff lists Sample at least one (1) secondary schools to verify whether teachers teaching in the school are as presented in the payroll If the LG maintains accurate secondary school staff lists and payroll data and the information has been displayed at the LG and school notice boards Score 2 or else score: 0	Evidence that was provided showed that Tororo district was maintaining accurate data on secondary school teachers in the 19 schools in the district. The lists of secondary school teachers were displayed on notice boards at the district and the sampled secondary school (Atiri Secondary School had 22 teachers on the payroll and their staff list was displayed on the noticeboards)	2
11	Evidence that the monthly average primary school teacher attendance rate for all schools in the LG for the previous academic is above 75%	From the LG Education department/MoES, obtain data on primary teacher attendance and calculate the percentages From the sampled schools, obtain and review the attendance registers to determine the teacher attendance Triangulate the findings with interviews with the class monitors to determine the teacher attendance a) If the monthly average primary school teacher attendance rate for all schools in the LG for the previous academic is above 90% Score 4 b) If the monthly average primary school teacher attendance rate for the current year is between 75-89% Score 2	According to the consolidated information on primary school teacher attendance that was provided by the District Education Office, the average primary school teacher attendance for 2024 was 90% (term 1 was 89% and term 2 was 91%). The data for term 3 was not yet computed as the term was still ongoing. Interviews with 2 class monitors from the sampled primary schools (Apokor and Kisoko Boys) revealed that they do not maintain records on teacher attendance	4

Evidence that the LG Education department uses teacher time on task information from the TELA system to monitor teacher attendance and time on task and takes corrective action

From the MoES/LG obtain TELA reports and calculate percentage use by schools in the particular LG.

From the LG obtain and review reports, meeting minutes, providing evidence that actions have been taken to address teacher attendance

From the sampled schools establish whether the LG Education Department has made use of the teacher time and task attendance data to take corrective action

Check and verify:

i. If above 50% of schools in a LG use the TELA system to monitor teacher time and task attendance to ensure improved learning outcomes

ii. If there is evidence that the LG Education Department has made use of the teacher time and task attendance data to take corrective action especially in the sampled schools

If (i) and (ii) complied with score 3 or else 0.

i. According to information obtained from DES, 71% of schools in Tororo district were using TELA (clocking in and out) in term 1 and 100% were using TELA in term 2 of 2024. The 2 sampled schools (Kisoko Boys and Apokor) were using TELA for tracking teacher attendance

ii. All the schools in the district were not using TELA to track teacher time on task. This was confirmed in the 2 sampled schools (Kisoko Boys and Apokor primary school)

13	Evidence that the secondary school teacher attendance rate for the current academic year is above 90%	• From the LG Education department/MoES obtain data on secondary teacher attendance • From the sampled schools, obtain and review the attendance registers to determine the teacher attendance If the secondary school teacher attendance rate for the current academic year is above 90% Score 4 If the secondary school teacher attendance rate for the current year is between 75-90% Score 2	According to information obtained from the district there were 19 secondary schools in Tororo district with 392 teachers on government payroll. Average secondary school teacher attendance in term 1 and term 2 was 91.5% (92% in term 1 and 92% in term 2). The assessor reviewed teacher attendance information from the Head Teacher of the sampled school (Atiri Secondary School) which revealed that their average attendance was 18 out of 22 which is 82%. He explained that all the teachers on the timetable on a given day normally attended school but those not on the timetable on a particular day may not attend.	4
14	Evidence that the schools with more than one teacher per class, additional teachers are deployed to the lower foundation grades which have the largest enrolments	• From the sampled school review the staff list and timetable to establish whether additional teachers are deployed to the lower foundation grades If the schools with more than one teacher per class, additional teachers are deployed to the lower foundation grades which have the largest enrolments score 2 or else 0	Evidence that was availed from the sampled primary schools in Tororo district confirmed that additional teachers were deployed in foundational classes as illustrated below Kisoko Boys Primary School P1 - 2 P2 - 2 P3 - 4 Apokor primary school P1 - 3 P2 - 2 P3 - 4	2

Evidence that the LG Education department provided continuous professional development for teachers in the previous school year to improve their skills, adapt to new teaching methods and curricula and address the performance gaps flagged in the School Performance Assessment (SPA)

- From the LG Education department obtain and review evidence of CPD activities e.g. training materials, presentations, to ascertain whether the LG provided relevant CPD for teachers.

- Review CPD reports
- Review school improvement plans.

Verify if the LG Education department provided continuous professional development for teachers in the previous school year to improve their skills, adapt to new teaching methods and curricula and address the performance gaps flagged in the School Performance Assessment (SPA)
Score 2 or else score: 0

The assessor obtained training reports with attendance lists, invitation letters and monitoring reports which confirmed that the district provided CPDs to the schools. Examples of trainings included the following:

- Training of head teachers on SIPs which took place on 16th October 2023
- Mindset training for teachers 20th March 2024
- Training on TELA usage for head teachers and ICT teachers
- Training of teachers on sexuality education 11th April 2024
- Training of Head Teachers on preparation of SIPs on 12th October 2023

Management and functionality of amenities

a) Evidence that the LG assessed during the previous FY the condition of school facilities to ensure that they meet the minimum quality standards.

b) Evidence that the LG utilized the allocated resources towards school maintenance in the previous FY in line with the condition assessment and school-level maintenance schedule.

- From the LG Education department obtain and review records and reports of school condition assessments.

Verify the LG assessed during the previous FY the condition of school facilities to ensure that they meet the minimum quality standards. Score 3 or else score: 0

The assessor obtained the School Performance Report 2023 and school maintenance report which confirmed the Tororo district assessed school facilities in the previous fiscal year against minimum quality standards. Examples reported were

i. Schools with inadequate classrooms

- Morukapel primary school
- Kalachai primary school
- Odikai primary school
- Kamuli Pagoya Primary school

ii. Schools with inadequate desks

- Akadot Primary school
- Kamuli Primary school
- Magodes Primary School
- Merkit Unit Primary School

- a) Evidence that the LG assessed during the previous FY the condition of school facilities to ensure that they meet the minimum quality standards.
- b) Evidence that the LG utilized the allocated resources towards school maintenance in the previous FY in line with the condition assessment and school-level maintenance schedule.
- From the planner obtain and review the sub-programme AWP and performance reports to check whether resources and expenditures for school O&M activities were allocated towards school maintenance in line with the school condition assessment.
- If the LG utilized the allocated resources towards school maintenance in the previous FY in line with the condition assessment and school-level maintenance schedule. Score 7 or else score: 0
- The assessor accessed the Annual Work Plan for 2023/2024 FY and Quarterly Performance Reports from the PBS and established that resources were allocated to maintenance of school facilities (Item 228004 Maintenance – other fixed assets was allocated UGX 449,298, 000)

Monitoring and Inspection

- Evidence that all schools have submitted a report to the LG which describes the activities conducted (how capitation grant was spent); and explains what has been achieved in relation to improving learning outcomes.
- From the LG Education department obtain the list of all schools that received capitation;
- Review records of school accountabilities to establish whether all schools submitted reports
- sample reports to check the activities conducted (how capitation grant was spent); and explains what has been achieved in relation to improving learning outcomes
- Verify that all schools have submitted a report to the LG which describes the activities conducted (how capitation grant was spent); and explains what has been achieved in relation to improving learning outcomes. Score 3 or else score: 0
- The assessor was provided with a list of 164 primary schools in Tororo district. All the schools acknowledged receipt of capitation grant and provided accountabilities on how it was spent. Evidence of how the capitation grant was sent was provided in the termly and annual school reports to the DEO. All the primary school accountabilities showed that they utilized the funds as per guidelines. For example, all the schools sent 35% of the capitation on scholastic materials which have direct impact on learning outcomes

Management of Financial Resources

a) Evidence that the LG used 100% of inspection funds to conduct inspection as per guidelines	From the LG Finance department obtain financial records to establish when and the amounts transferred to the Inspection division	A total of UGX 67,383, 1 was allocated to the Inspectorate division. There was evidence from the school plan and quarterly performance reports, reports from the CFO that the Inspection grant was spent on eligible activities including;
b) Evidence that the LG produced a report which describes how the grant was used and explains what has been achieved in relation to improving learning outcomes.	From the LG Education department, obtain and review: Sub-programme performance reports to ascertain whether the grant was used to improve learning outcomes If the LG used 100% of inspection funds to conduct inspection as per guidelines score 3 or else score: 0	• Production of school inspection instruments • Training of inspectors and associate assessors on inspection • Field school inspection (transport, allowances etc) • Preparation and dissemination of inspection reports to various stakeholders

a) Evidence that the LG used 100% of inspection funds to conduct inspection as per guidelines	From the LG Finance department obtain financial records to establish when and the amounts transferred to the Inspection division	No evidence was provided to confirm that Tororo district produced a report detailing grant use and outcomes as per inspection guidelines. The only reports seen by the assessor were from individual Inspectors and Assessors accounting for funds received and activities conducted as per inspection plan
b) Evidence that the LG produced a report which describes how the grant was used and explains what has been achieved in relation to improving learning outcomes.	From the LG Education department, obtain and review: Sub-programme performance reports to ascertain whether the grant was used to improve learning outcomes If the LG produced a report which describes how the grant was used and explains what has been achieved in relation to improving learning outcomes score 2 or else score 0.	

Environment, Social, Health and Safety

Evidence that the LG Education department has conducted programs to create a safe learning environment in all government aided schools

From the sampled schools, check for existence and functionality of the safe learning environment facilities including:

i. Use of energy efficiency measures e.g. use of solar, biogas and energy saving cooking stoves

ii. Proper waste management

iii. Tree planting and green spaces within the school

iv. Provision of clean water sources and sanitation facilities

v. Establishment and functionality of environmental clubs

vi. Provision of facilities for disposal and changing of sanitary pads

If 4 of the above measures complied with score 4 or else score 0

The assessor sampled Kisoko Boys primary school and Apokor primary school and Atiri Secondary school. All the schools sampled had more than 4 safe school measures as seen below:

i. Tree planting and greening was seen in all the schools

ii. proper waste management practices (rubbish pits where biodegradable wastes are dumped and later used as manure, recycling and burning

iii. provision of clean water from taps, boreholes and rain water harvesting

iv. All schools had environmental clubs which were spearheading tree-planting

v. Bathrooms for girls, changing rooms and incinerators were constructed with support from Plan International

Energy efficiency measures were not seen in all the schools in Tororo district

Evidence that the LG has implemented protection measures against violence, abuse, and discrimination against children, workers, and teachers in schools. They have trained teachers, workers, children, SMC, BoG, and communities on eliminating such issues and have eliminated corporal punishments in all schools.

Sample 3 schools to ascertain that protection measures are in place against any form of violence/abuse discrimination for children, workers and teachers

LG conducted training and sensitization on the protection measures

LG Education Office and Community Development Office have trained the SMCs and BoGs on grievance management and stakeholder engagement.

Sample 3 schools to ascertain that LG conducted VAC training activities

Check and verify if:

All the schools visited (Kisoko Boys primary school, Apokor primary school and Atiri Secondary school) had implemented some protection measures against violence, abuse and discrimination against children, workers and teachers including:

i. All the schools (Kisoko Boys primary school, Apokor primary school and Atiri Secondary school) had Senior Woman/Man teachers to carry out counselling and guidance, established child rights clubs

ii. Sensitisation of teachers, children, SMCs, BOGs and workers on measures to eliminate violence against children including stamping out corporal punishment in the schools (Kisoko Boys primary school, Apokor primary school and Atiri Secondary school)

iii. However, no evidence was provided on the training of SMCs and BOGs on stakeholder engagement and grievance management as per circular from Ministry of Gender, Labour and Social Development

i. The LG has put in place protection measures against any form of violence/abuse discrimination for children, workers and teachers in schools

ii. The LG has trained, sensitized teachers, workers, children, SMC, BoG and communities on measures to eliminate any form of violence/abuse and discrimination against Children, workers and teachers and taken actions to stamp out corporal punishments in all schools.

iii. The School Management Committees (SMC) /Board of Governors (BoG) have been trained on stakeholder engagement and grievance management as per the circular on grievance management by MoGLSD

Score 4 or else score: 0

Transparency, oversight, reporting and accountability

a) Evidence that the LG identified and documented areas that hamper improvement of learning outcomes at school level within the LG	From the LG Education Department obtain and review inspection reports/ information to ascertain that all primary schools were duly inspected and recommendations to address identified school performance weaknesses were followed-up and implemented.	The inspection plans, e-inspection reports and monitoring reports were reviewed by the assessor. The e-inspection reports under the pillar of learning environment clearly documented factors that hamper improvement of learning outcomes at the school level. Factors that were identified in Tororo included inadequate classrooms, few desks, poor sanitary facilities, poor lesson planning and inadequate supervision of teachers
b) Evidence that the LG developed a customized school Inspection Plan that highlight specific activities, verifiable indicators and outputs		
c) Evidence that all primary schools are Inspected at least once per term; and the inspection reports disseminated at school, LG and National level through e-inspection	• Obtain copies of inspection plans and inspection reports to: ascertain that all schools were inspected	
d) Evidence that the LG supported schools to develop SIPs to address areas of weakness observed during inspection	• The inspection encompassed among others the following; proper preparation of schemes of work, lesson plans, lesson observation, time-table implementation, pupil and staff attendance, deployment of teachers across grades; continuous assessment of learners, learning environment)	
e) Evidence that the LG Inspector of Schools conducted School Performance Assessments in all Government-aided primary schools	Letters from DES acknowledging receipt of inspection reports.	
f) Evidence that the LG Education Officer has monitored inspection activities and implemented the inspection recommendations	Obtain and review the school inspection and training reports to determine	
g) The LG evaluated the effectiveness of the implemented recommendations to improve learning outcomes and re-plan	• Whether the schools were supported to develop the SIP • Whether the SIPs address the gaps identified in the School Performance Assessment Whether the schools were supported to implement the SIPs Check and verify if the LG identified and documented areas that hamper improvement of learning outcomes at school level within the LG score 2 or else score 0.	

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| <p>a) Evidence that the LG identified and documented areas that hamper improvement of learning outcomes at school level within the LG</p> <p>b) Evidence that the LG developed a customized school Inspection Plan that highlight specific activities, verifiable indicators and outputs</p> <p>c) Evidence that all primary schools are Inspected at least once per term; and the inspection reports disseminated at school, LG and National level through e-inspection</p> <p>d) Evidence that the LG supported schools to develop SIPs to address areas of weakness observed during inspection</p> <p>e) Evidence that the LG Inspector of Schools conducted School Performance Assessments in all Government-aided primary schools</p> <p>f) Evidence that the LG Education Officer has monitored inspection activities and implemented the inspection recommendations</p> <p>g) The LG evaluated the effectiveness of the implemented recommendations to improve learning outcomes and re-plan</p> | <p>Check and verify if the LG developed a customized school Inspection Plan that highlight specific activities, verifiable indicators and outputs score 2 or else score 0.</p> | <p>A copy of the School Inspection Plan for current year covering the period 1st July 2023 – 30th June 2-24 was seen by the assessor and it included specific activities, objectives, inputs, verifiable indicators, outputs, timeframe and estimated costs.</p> |
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| <p>a) Evidence that the LG identified and documented areas that hamper improvement of learning outcomes at school level within the LG</p> <p>b) Evidence that the LG developed a customized school Inspection Plan that highlight specific activities, verifiable indicators and outputs</p> <p>c) Evidence that all primary schools are Inspected at least once per term; and the inspection reports disseminated at school, LG and National level through e-inspection</p> <p>d) Evidence that the LG supported schools to develop SIPs to address areas of weakness observed during inspection</p> <p>e) Evidence that the LG Inspector of Schools conducted School Performance Assessments in all Government-aided primary schools</p> <p>f) Evidence that the LG Education Officer has monitored inspection activities and implemented the inspection recommendations</p> <p>g) The LG evaluated the effectiveness of the implemented recommendations to improve learning outcomes and re-plan</p> | <p>Check and verify if all primary schools are Inspected at least once per term; and the inspection reports disseminated at school, LG and National level through e-inspection score 2 or else score 0.</p> | <p>The e-inspection reports for terms 1 and 2 and the School Performance Assessment for term 3 of 2023 that were reviewed by the assessor confirmed all the 164 - government aided primary schools in Tororo district were inspected every term by the Inspectors and Associate Assessors</p> |
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| <p>a) Evidence that the LG identified and documented areas that hamper improvement of learning outcomes at school level within the LG</p> <p>b) Evidence that the LG developed a customized school Inspection Plan that highlight specific activities, verifiable indicators and outputs</p> <p>c) Evidence that all primary schools are Inspected at least once per term; and the inspection reports disseminated at school, LG and National level through e-inspection</p> <p>d) Evidence that the LG supported schools to develop SIPs to address areas of weakness observed during inspection</p> <p>e) Evidence that the LG Inspector of Schools conducted School Performance Assessments in all Government-aided primary schools</p> <p>f) Evidence that the LG Education Officer has monitored inspection activities and implemented the inspection recommendations</p> <p>g) The LG evaluated the effectiveness of the implemented recommendations to improve learning outcomes and re-plan</p> | <p>Check and verify if the LG supported schools to develop SIPs to address areas of weakness observed during inspection score 2 or else score 0.</p> | <p>All the Head teachers were trained on preparation of SIPs by the District Education Department. Copies of the SIPs were available at the District Education Office and also in schools sampled by the assessor (Kisoko Boys Primary School, Apokor Primary School and Atiri Secondary School)</p> |
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| <p>a) Evidence that the LG identified and documented areas that hamper improvement of learning outcomes at school level within the LG</p> <p>b) Evidence that the LG developed a customized school Inspection Plan that highlight specific activities, verifiable indicators and outputs</p> <p>c) Evidence that all primary schools are Inspected at least once per term; and the inspection reports disseminated at school, LG and National level through e-inspection</p> <p>d) Evidence that the LG supported schools to develop SIPs to address areas of weakness observed during inspection</p> <p>e) Evidence that the LG Inspector of Schools conducted School Performance Assessments in all Government-aided primary schools</p> <p>f) Evidence that the LG Education Officer has monitored inspection activities and implemented the inspection recommendations</p> <p>g) The LG evaluated the effectiveness of the implemented recommendations to improve learning outcomes and re-plan</p> | <p>Check and verify if the LG Inspector of Schools conducted School Performance Assessments in all Government aided primary schools score 2 or else score 0</p> | <p>The school performance assessment report for term 3 of 2023 showed that all the 164 primary schools were assessed in the previous year</p> |
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| <p>a) Evidence that the LG identified and documented areas that hamper improvement of learning outcomes at school level within the LG</p> <p>b) Evidence that the LG developed a customized school Inspection Plan that highlight specific activities, verifiable indicators and outputs</p> <p>c) Evidence that all primary schools are Inspected at least once per term; and the inspection reports disseminated at school, LG and National level through e-inspection</p> <p>d) Evidence that the LG supported schools to develop SIPs to address areas of weakness observed during inspection</p> <p>e) Evidence that the LG Inspector of Schools conducted School Performance Assessments in all Government-aided primary schools</p> <p>f) Evidence that the LG Education Officer has monitored inspection activities and implemented the inspection recommendations</p> <p>g) The LG evaluated the effectiveness of the implemented recommendations to improve learning outcomes and re-plan</p> | <p>Check and verify if the LG Education Officer has monitored inspection activities and implemented the inspection recommendations
score 2 or else score 0.</p> | <p>There was evidence provided through termly inspection reports and quarterly monitoring reports that were availed to the assessor which showed the DEOs office monitored inspection activities and implemented recommendations made by the inspectors in the previous year</p> |
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| <p>a) Evidence that the LG identified and documented areas that hamper improvement of learning outcomes at school level within the LG</p> <p>b) Evidence that the LG developed a customized school Inspection Plan that highlight specific activities, verifiable indicators and outputs</p> <p>c) Evidence that all primary schools are Inspected at least once per term; and the inspection reports disseminated at school, LG and National level through e-inspection</p> <p>d) Evidence that the LG supported schools to develop SIPs to address areas of weakness observed during inspection</p> <p>e) Evidence that the LG Inspector of Schools conducted School Performance Assessments in all Government-aided primary schools</p> <p>f) Evidence that the LG Education Officer has monitored inspection activities and implemented the inspection recommendations</p> <p>g) The LG evaluated the effectiveness of the implemented recommendations to improve learning outcomes and re-plan</p> | <p>Check and verify if the LG evaluated the effectiveness of the implemented recommendations to improve learning outcomes and re-plan score 2 or else score 0.</p> | <p>While there was evidence that the DEO monitored the inspection function and that inspection recommendations were implemented by the District Education Office, no report was provided to show that they evaluated the effectiveness of the implemented recommendations and re-planned to improve learning outcomes</p> |
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No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Quality				
1	Evidence that DHO and ADHO MCH have supervised and supported all health facilities to ensure the LG either has no death or has audited all perinatal deaths that happened in all the facilities	• Obtain and review DHIS2 to establish whether any of the health facilities experienced Perinatal Death. • Sample one (1) Health Centre IV/District Hospital; and two (2) Health Centre IIIs. • Obtain and review Audit Reports and the MPDSR report to establish whether the sampled health facilities experienced Perinatal Death, conducted audits in the previous FY. Check and verify if the DHO and ADHO MCH have supervised and supported all health facilities to ensure the LG either has no death or has audited all perinatal deaths that happened in all the facilities score 6 or else score 0.	The Local Government (LG) did not provide sufficient support to health facilities to ensure that all perinatal deaths were thoroughly audited. The LG supervises a total of 58 public health facilities, including 1 general hospital, 3 Health Centre IVs (HC IVs), 21 Health Centre IIIs (HC IIIs), and 33 Health Centre IIs (HC IIs). According to DHIS2 data, perinatal deaths were reported in 17 health facilities. For this assessment, we sampled 1 HC IV (Mukuju HC IV) and 2 HC IIIs (Molo HC III and Kwapa HC III). Based on data from the maternity register, audit reports, and DHIS2 for the FY 2023/2024: • Mukuju HC IV recorded 5 perinatal deaths, of which 2 were audited. Copies of the audit reports however were not availed. • Kwapa HC III recorded 1 perinatal death, which was audited on 25th Sep 2023 • Molo HC III recorded 2 perinatal deaths, with both audited on May 8th 2024 and 8th August 2023	0

2

Evidence that the LG has ensured that all malaria cases treated were tested

- Obtain and review DHIS2 to establish that all treated malaria cases were tested.

Verify if the LG has ensured that all malaria cases treated were tested score 6 or else score 0

The Local Government (LG) did not treat all malaria-confirmed cases. According to the annual data from DHIS 2, which included malaria cases confirmed by both blood slide and RDT, a total of 99,503 positive malaria cases were recorded in FY 2023/2024, of which 99,429 were treated.

A review of OPD, LAB, and IPD data from sampled health facilities revealed the following:

• **Quarter 2 (October to December 2023):**

o **Kwapa HC III:** 676 malaria cases were recorded, and 654 were treated.

o **Molo HC III:** 492 cases were recorded, and 389 were treated.

o **Mukuju HC IV:** 443 cases were recorded, and 391 were treated.

• **Quarter 4 (April to June 2024):**

o **Kwapa HC III:** 660 malaria cases were recorded, and 615 were treated.

o **Molo HC III:** 759 cases were recorded, and 730 were treated.

o **Mukuju HC IV:** 439 cases were recorded, and 383 were treated.

0

Access

3

Evidence that LG facilities increased Out-patient (OPD) attendance by at least 5% between the previous FY but one and the previous FY

- Review DHIS2 for the previous two FYs and calculate the percentage increase in OPD attendance

Verify if the LG facilities increased Out-patient (OPD) attendance by at least 5% between the previous FY but one and the previous FY Score 4 or else 0

There was a decline of (21.8%) in OPD attendance between FY 2022/2023 and FY 2023/2024. The assessment team reviewed annual OPD- new attendance data for public health facilities from DHIS 2, noting that attendance in FY 2023/2024 was 668,136, compared to 854,630 in FY 2022/2023. Percentage change was calculated using; $(\text{OPD new attendance } 2023/2024 - \text{OPD new attendance } 2022/2023) / \text{OPD new attendance } 2022/2023 \times 100$

$(668,136 - 854,630) / 854,630 \times 100 = -21.8\%$

0

a) Evidence that the LG has ensured that all public health facilities submitted quarterly VHT reports in the previous FY

b) Evidence that the LG has ensured that each public health facilities conducted at least 48 community outreaches in the previous FY score 4 or else 0

Review community outreach reports to establish whether all health facilities:

- Submitted quarterly VHT reports in the previous FY

Verify if the LG has ensured that all public health facilities submitted quarterly VHT reports in the previous FY score 2 or else 0

There was evidence that all health facilities promptly submitted 100% of the quarterly VHT reports for FY 2023/24 timely. A review of the quarterly VHT reports at the facility level and in DHIS revealed the following submission dates:

Mukuju HC IV

- Q1: 9th October 2023
- Q2: 9th January 2024
- Q3: 13th April 2024
- Q4: 8th July 2024

Molo HC III

- Q1: 12th October 2023
- Q2: 10th January 2024
- Q3: 13th April 2024
- Q4: 10th July 2024

Kwapa HC III

- Q1: 12th October 2023
- Q2: 8th January 2024
- Q3: 11th April 2024
- Q4: 11th July 2024

a) Evidence that the LG has ensured that all public health facilities submitted quarterly VHT reports in the previous FY

b) Evidence that the LG has ensured that each public health facilities conducted at least 48 community outreaches in the previous FY score 4 or else 0

Review community outreach reports to establish whether all health facilities:

- Conducted at least 48 community outreaches in the previous FY including 4 at schools

Verify if the LG has ensured that each public health facilities conducted at least 48 community outreaches in the previous FY score 4 or else 0

The Local Government (LG) did not meet this indicator. Three health facilities—Mukuju HC IV, Kwapa HC III, and Molo HC III—were sampled. Based on evidence from DHIS 2 and field verification, the sampled health facilities failed to meet the required threshold of conducting 48 community outreaches each. The findings are summarized below:

Mukuju HC IV

The assessment team reviewed outreach activity data in DHIS 2 and found the following conducted during FY 2023/2024:

- 39 Expanded Program on Immunization (EPI) outreaches
- 35 HIV Counseling and Testing (HCT) outreaches
- 31 Health Education/Promotion outreaches

Additional reports and the health facility reviewed included:

- Malaria and Nutrition Outreach: Conducted on 16th May 2024 (Reported by Bbee Arnold, Health Educator; report not dated)
- Medical Camp (Test and Treatment): Conducted on 27th September 2023 (Reported

by Bbee Arnold, Health Educator; report not dated)

- Community Engagement for Local Leadership and Malaria Ownership: Conducted on 26th December 2023 (Reported by Bbee Arnold, Health Educator; dated)
- Integrated Child Health Days: Implemented on 3rd November 2023 (Reported by Bbee Arnold, Health Educator; dated)

Kwapa HC III

The assessment team reviewed data in DHIS 2, noting the following conducted during FY 2023/2024:

- 45 EPI outreaches
- 9 HCT outreaches
- 1 Health Education/Promotion outreach

During the facility visit, only Quarter 4 reports were available, which indicated:

- 6 community dialogues
- 15 immunization outreaches

(Report prepared by Adeke Jecsca, EPI Focal Person; report not dated). No additional reports were provided as evidence of other outreach activities.

Molo HC III

The assessment team reviewed DHIS 2 data and found the following conducted during FY 2023/2024:

- 44 EPI outreaches
- 47 Health Education/Promotion outreaches
- 13 HCT outreaches

However, during the facility visit, no copies of outreach reports were provided as evidence of the activities conducted.

Evidence that LG facilities increased maternity care service attendance between the previous FY but one and the previous FY by not less than 2%

Review DHIS2 for the previous two FYs and establish the increase in

- i. Antenatal Care 1st Trimester,
- ii. Immunization for measles, Rubella
- iii. Deliveries at health facilities

If the LG facilities increased maternity care service attendance between the previous FY but one and the previous FY by not less than 2% for the following services:

- i. Antenatal Care 1st Trimester, score 2 or else 0
- ii. Immunization for measles, Rubella, score 2 or else 0
- iii. Deliveries at health facilities score 2 or else 0

score 6 if (i) (ii) and (iii) complied with or else 0

The LG facilities increased antenatal care services in the 1st trimester by 19.8%% from FY 2022/23 to FY 2023/24, exceeding the required indicator threshold of 2%. The assessment team reviewed ANC 1st Trimester attendance data for public health facilities in DHIS 2, noting that attendance in 2023/2024 was 11,908, compared to 9,932 in 2022/2023. Percentage change was calculated using;

$$\frac{(\text{ANC 1st Trimester attendance 2023/2024} - \text{ANC 1st Trimester attendance 2022/2023})}{\text{ANC 1st Trimester attendance 2022/2023}} \times 100$$

we have: $(11,908 - 9,932) / 9,932 \times 100 = 19.8\%$

The LG facilities achieved a 29.2% increase in immunization services for measles and rubella from FY 2022/23 to FY 2023/24, significantly exceeding the required indicator threshold of 2%.

The assessment team reviewed annual measles and rubella data for public health facilities in DHIS 2, observing that attendance in FY 2023/24 was 19,939, compared to 15,428 in FY 2022/23.

The percentage change was calculated using the formula:
$$\frac{(\text{Measles and rubella annual data 2023/2024} - \text{Measles and rubella annual data 2022/2023})}{\text{Measles and rubella annual data 2022/2023}} \times 100$$
 we have: $(19,939 - 15,428) / 15,428 \times 100 = 29.2\%$

There was a 7.9% increase in facility-based deliveries in LG facilities from FY 2022/2023 to FY 2023/2024, exceeding the required indicator threshold of 2%. The assessment team reviewed annual delivery data for public health facilities in DHIS 2, noting that deliveries in 2023/2024 totaled 21,816, compared to 20,213 in 2022/2023. Percentage change was calculated using;
$$\frac{(\text{annual delivery data for public health facilities 2023/2024} - \text{annual delivery data for public health facilities 2022/2023})}{\text{annual delivery data for public health facilities 2022/2023}} \times 100$$

We have $(21,816 - 20,213) / 20,213 \times 100 = 7.9\%$

6	Evidence that the LG increased the number of women of reproductive age receiving Family Planning (FP) services between the previous FY and previous FY but one	Review DHIS2 for the previous two FYs and establish the increase in uptake of Family Planning (FP) Verify if the LG increased the number of women of reproductive age receiving Family Planning (FP) services between the previous FY and previous FY but one by 5% score 3 or else 0	There was a 9.3% increase in women of reproductive age receiving Family Planning (FP) services between FY 2022/2023 and FY 2023/2024. The assessment team reviewed annual data on family planning services in DHIS 2, noting that 108,566 women received FP services in 2023/2024, up from 99,273 in 2022/2023. The percentage change was calculated as follows: $(\text{Family planning uptake data 2023/2024} - \text{Family planning uptake data 2022/2023}) / \text{Family planning uptake data 2022/2023} \times 100$ We have $(108,566 - 99,273) / 99,273 \times 100 = 9.3\%$	3
7	Evidence that the LG enrolled at least 95% newly tested HIV positives into HIV chronic care in the previous FY	Review DHIS2 data to establish the percentage of newly tested HIV positives enrolled into HIV chronic care in the previous FY. If the LG enrolled at least 95% newly tested HIV positives into HIV chronic care in the previous FY score 3 or else 0	There was evidence that the LG enrolled at least 95% of newly tested HIV positives into HIV chronic care in the previous FY (2023/2024). The assessment team reviewed annual HIV data for all the accredited facilities providing HIV services in the LG in DHIS 2, noting that Newly Tested HIV positive in 2023/2024 was 2073, and 99.2% (2057) were enrolled in HIV chronic care.	3

Efficiency

Evidence that the LG has ensured that midwives in all facilities attend to the required number ANC clients

- Review DHIS2 data to establish the total ANC clients
- Review the LG Health Workers payroll to establish the number of midwives

- Calculate the average.

i. If on average each midwife attended to at least 1200 ANC client per year score 3

ii. If on average each midwife attended to at least 800 ANC client per year score 2

The LG Health Department did not meet the required threshold for this indicator, which required that each midwife should, on average, attend to 800-1200 clients.

According to DHIS 2 data, the total number of ANC clients during 2023/2024 was 58657, and the total number of positions of midwives filled in 2023/2024 by the LG for all public facilities was 111. The client-to-midwife ratio was calculated by dividing the total number of clients by the number of midwives (58657/111), resulting in each midwife attending to 528 clients.

Evidence that the LG ensured that patients admitted with Malaria averagely spend not more than 3 days on admission.

- Visit all Health Centre IV/District General Hospital in the LG where applicable and 2 HC III

- Obtain and review the IPD register for the last quarter and sample at least 5 patients (2 from each quarter) to establish admission to discharge of Malaria patients.

Verify if the LG ensured that patients admitted with Malaria averagely spend not more than 3 days on admission score 3 or else 0

The Local Government (LG) did not meet the requirements of this indicator. There was incomplete documentation in the inpatient registers, making it impossible to calculate the average time spent by patients. Records on discharge dates were missing for patients at Kwapa HC III, and there was no documentation for malaria cases admitted at Molo HC III for the FY 2023/2024. The details are summarized below;

Mukuju HC IV

Quarter 2 (Q2)

1. A 1-month-old male was admitted on 13th October 2023 and discharged on 16th October 2023 (spent 4 days).

2. A 13-year-old female was admitted on 2nd October 2023 and discharged on 6th October 2023 (spent 5 days).

3. A 3-year-old male was admitted on 1st November 2023 and discharged on 4th November 2023 (spent 4 days).

4. A 27-year-old female was admitted on 21st November 2023 and discharged on 26th November 2023 (spent 6 days).

5. A 10-year-old female was admitted on 3rd December 2023 and discharged on 6th December 2023 (spent 4 days).

Quarter 4 (Q4)

1. A 4-year-old male was admitted on 23rd April 2024 and discharged on 26th April 2024 (spent 4 days).

2. A 3-year-old male was admitted on 29th April 2024 and discharged on 30th April 2024 (spent 2 days).

3. An 11-year-old female was admitted on 26th May 2024 and discharged on 28th May 2024 (spent 3 days).

4. A 9-year-old male was admitted on 10th June 2024 and discharged on 12th June 2024 (spent 3 days).

5. A 10-year-old male was admitted on 13th June 2024 and discharged on 16th June 2024 (spent 4 days).

Kwapa HC III

The facility had improvised an outpatient register as an inpatient register, which failed to capture information on admission and discharge

Quarter 2 (Q2)

1. A 40-year-old female was admitted on 1st October 2023, but no discharge date was documented.

2. A 27-year-old male was admitted on 1st October 2023 (no discharge date provided).

3. A 1-year-old male was admitted on 6th November 2023, but no discharge date was documented.

4. A 7-month-old baby was admitted on 28th November 2023, but no discharge date was documented.

5. A 7-year-old female was admitted on 10th December 2023 (documentation incomplete).

Quarter 4 (Q4)

1. A 13-year-old male was admitted on 3rd May 2024, but no discharge date was documented.

2. A 4-year-old male was admitted on 8th April 2024, but no discharge date was documented.

3. A 1-year-old child was admitted on 3rd May 2024, but no discharge date was documented.

4. A 50-year-old female was admitted on 12th May 2024, but no discharge date was documented.

5. A 5-year-old male was admitted on 1st June 2024, but no discharge date was documented.

Molo HC III

Inpatient data was not recorded for the last financial year, although severe malaria cases were admitted.

Evidence that the LG has recruited the critical staff in Health Centre IVs

- From the HRM Unit obtain and review staff lists for all facilities.
- Verify the staff number and their respective job positions deployed at each of the health facility.
- Sample one (1) Health Centre IV/District Hospital to verify deployment of the following critical staff:
 - o At least 3 Medical Officers,
 - o At least 5 theatre staff,
 - o At least 5 clinical Officers
 - o At least 20 Nurses,
 - o At least 6 Lab personnel,
 - o At least 12 midwives,
 - o Health assistant

Score 5 or else 0

Health workers were not deployed following the approved staffing structure for HC IVs.

According to the staffing structure for HC IVs, the required personnel for critical positions are as follows: 1 Medical Officer, 5 theatre staff, 2 Clinical Officers, 3 Nurses, 2 Laboratory Personnel, 3 Midwives, and 1 Health Assistant.

A verification exercise conducted at Mukuju HC IV revealed the following:

- **Medical Officers:** 1 in place, meeting the required number.
- **Theatre staff:** 0 out of the 5 required.
- **Clinical Officers:** 1 in place, falling short of the required 2.
- **Nurses:** 4 enrolled nurses, exceeding the required number of 3.
- **Laboratory personnel:** 5 (3 Laboratory Technicians and 2 Laboratory Assistants), exceeding the required 2.
- **Midwives:** 7 enrolled midwives, exceeding the required 3.
- **Health Assistant:** None, falling short of the required 1.

This indicates significant discrepancies in staffing, with shortages in some

Evidence that the LG has recruited the critical staff in Health Centre IVs

- From the HRM Unit obtain and review staff lists for all facilities.
 - Verify the staff number and their respective job positions deployed at each of the health facility.
 - Sample two (2) Health Centre IIIs to verify deployment of the following critical staff:
 - Evidence that the LG has recruited the following critical staff in Health Centre IIIs
 - o At least 2 Clinical Officers,
 - o At least 10 Nurses,
 - o At least 2 Lab personnel,
 - o At least 6 midwives,
 - o Health assistant
- Score 5 or else 0

Health workers were not deployed in accordance with the approved staffing structure for HC IIIs.

According to the staffing structure for HC IIIs, the required personnel for critical positions are as follows: 1 Clinical Officer, 3 Enrolled Nurses, 2 Laboratory Personnel, 2 Enrolled Midwives, and 1 Health Assistant.

A verification exercise conducted at Kwapa HC III and Molo HC III revealed the following:

Kwapa HC III (Total Staff: 13)

- Clinical Officer: Requirement met, with 1 Clinical Officer deployed.
- Enrolled Nurses: Requirement met, with 3 Enrolled Nurses deployed.
- Laboratory Personnel: Requirement met, with 2 personnel deployed (1 Laboratory Technician and 1 Laboratory Assistant).
- Midwives: Exceeded the requirement, with 3 Enrolled Midwives deployed (2 required).
- Health Assistant: Requirement met, with 1 Health Assistant deployed.

Molo HC III (Total Staff: 15)

- Clinical Officer: Requirement met, with 1 Clinical Officer deployed.
- Enrolled Nurses: Requirement met, with 3 Enrolled Nurses deployed.
- Laboratory Personnel: Shortfall, with only 1 Laboratory Assistant deployed (2 required).
- Midwives: Requirement met, with 3 Enrolled Midwives deployed.
- Health Assistant: Requirement not met, as no Health Assistant was deployed.

These findings highlight staffing disparities, with some facilities exceeding requirements while others face shortages in critical roles.

Evidence that DHO and HR has ensured that all medical staff have valid practicing licenses to meet standards of practice by various regulating bodies to improve quality of service outcomes

- Review staff file to establish whether all the medical staff have valid practicing license form MDPC, AHPC, NMC

If the DHO and HR has ensured that all medical staff have valid practicing licenses to meet standards of practice by various regulating bodies to improve quality of service outcomes Score 4 or else 0

The Local Government (LG) did not meet the requirements for this indicator. The assessment team reviewed the personnel files of medical staff at the sampled facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) and noted the following:

Mukuju HC IV

The health facility has a total of 40 staff members, including 34 medical staff. **However, practicing licenses were not provided for all the medical staff.**

Kwapa HC III

The health facility has 17 staff members, of whom 13 are medical staff. **Copies of practicing licenses for these staff were not availed to the assessment team and were also missing from their personal files.**

Molo HC III

The health facility has 15 staff members, including 13 medical staff. **Practicing licenses were provided for only 4 medical staff**, as detailed below:

- Jenaviv Araaket (Enrolled Midwife): Valid until 29th December 2026
- Were Agnes (Registered Nurse): Valid until 31st December 2026
- Khamali Emmanuel (Clinical Officer): Valid until 31st December 2024
- Kulume Neome (Enrolled Midwife): Valid until 31st December 2024

Evidence that the LG ensures that all HCs conduct at least 7 CMEs in the previous FY, HC IVs are certified as CPD centers, and provide at least 4 CPDs to HC IIIs in the previous FY.

From the sampled facilities obtain the CME schedule

Obtain and review the CME reports to establish topics discussed and attendance by critical staff.

Obtain and review the CME/CPD reports to establish whether

i. All HC IVs and District Hospitals were certified as CME/CPD centers in the previous FY

ii. All HC IVs and District Hospitals submitted the report to the Medical Council in the previous FY

iii. HC IVs and District Hospitals provided at least 7 CME/CPDs to each of the HC IIIs under their jurisdiction

Verify if All HCs conduct at least 7 CMEs in the previous FY score 2 or else 0

The Local Government (LG) did not meet the requirements of this indicator, which mandates that all sampled facilities conduct at least 7 Continuous Medical Education (CME) sessions in the previous FY 2023/2024. Evidence provided indicates the following:
Mukuju HC IV conducted 2 CMEs, Kwapa HC III conducted 2 CMEs, and Molo HC III conducted 1 CME during FY 2023/2024.

Summary of CMEs Conducted

Mukuju HC IV

1. Use of Pulse Oximeter – Conducted on 5th December 2023, attended by 10 participants (all medical staff).
2. Integrated Disease Surveillance and Response (IDSR) – Conducted on 7th September 2023, attended by 20 participants (all medical staff).

- No additional reports were provided.

Kwapa HC III

1. Stroke Management – Conducted on 29th February 2024, attended by 11 participants (9 medical staff).
2. Tetanus Management – Conducted on 4th March 2024, attended by 13 participants (10 medical staff).

- No additional reports were provided.

Molo HC III

1. CPD on YCC Data Tools – Conducted on 13th March 2024, attended by 11 participants (6 medical staff).

- No additional reports were provided.

These findings highlight that none of the facilities met the required 7 CMEs for FY 2023/2024, with significant gaps in reporting and documentation.

Evidence that the LG ensures that all HCs conduct at least 7 CMEs in the previous FY, HC IVs are certified as CPD centers, and provide at least 4 CPDs to HC IIIs in the previous FY.

Obtain and review the CME reports to establish topics discussed and attendance by critical staff.

Obtain and review the CME/CPD reports to establish whether

i. All HC IVs and District Hospitals were certified as CME/CPD centers in the previous FY

ii. All HC IVs and District Hospitals submitted the report to the Medical Council in the previous FY

iii. HC IVs and District Hospitals provided at least 7 CME/CPDs to each of the HC IIIs under their jurisdiction

Verify if all HC IVs and District Hospitals were certified as CPD centers in the previous FY score 2 or else 0

The Local Government (LG) has one General Hospital, Tororo General Hospital, and 3 Health Centre IV (HCIV)- Mukuju HC IV, Nagongera HC IV and Mulanda HC IV. **There was no evidence that These facilities were certified as Continuing Professional Development (CPD) centers in the previous financial year (FY 2023/2024).** Copies of the accreditation certificate were not provided at the District Health Office, including during the facility's field visit

Evidence that the LG ensures that all HCs conduct at least 7 CMEs in the previous FY, HC IVs are certified as CPD centers, and provide at least 4 CPDs to HC IIIs in the previous FY.

Obtain and review the CME reports to establish topics discussed and attendance by critical staff.

Obtain and review the CME/CPD reports to establish whether

i. All HC IVs and District Hospitals were certified as CME/CPD centers in the previous FY

ii. All HC IVs and District Hospitals submitted the report to the Medical Council in the previous FY

iii. HC IVs and District Hospitals provided at least 7 CME/CPDs to each of the HC IIIs under their jurisdiction

Verify if all HC IVs and District Hospitals provided at least 4 CPDs to each of HC IIIs in the previous FY and submitted the report to the (relevant) Medical Council score 2 or else 0

There was no evidence to show that Tororo General Hospital, and 3 Health Centre IV (HCIV)- Mukuju HC IV, Nagongera HC IV, and Mulanda HC IV provided at least four Continuing Professional Development (CPD) sessions to each of the HC IIIs in the previous financial year (FY 2023/2024) and submitted the report to the (relevant) Medical Council. Additionally, no training reports were provided to the assessment team

Management and functionality of amenities

Evidence that health facilities in the LG have functional infection prevention and control amenities.

- Sample one (1) Health Centre IV/District Hospital (where they exist); and two (2) Health Centre IIIs

- Observe existence of the listed necessary infection prevention and control facilities and supplies

- In case the LG has no health facilities award score.

Verify if the health facilities in the LG have the following functional infection prevention and control amenities

Handwashing facilities with soap or alcohol based sanitizer at all work stations score 2 or else 0

There was evidence that Local Government (LG) health facilities had handwashing facilities with soap at all workstations. The assessment team sampled three facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) and made the following observations:

- **Mukuju HC IV:**

The facility had 4 handwashing stations, with each department equipped with handwashing facilities that included water and soap. Additionally, alcohol-based hand sanitizers were available at workstations.

- **Kwapa HC III:**

The facility had adequate handwashing facilities with water and soap. The ART clinic was equipped with a handwashing facility containing water and soap. Other sections, including the clinical rooms, maternity section, and laboratory, had sinks with running water and soap.

- **Molo HC III:**

Handwashing facilities with soap were available at all workstations, including the outpatient department, maternal and child health (MCH) section, and treatment room.

Evidence that health facilities in the LG have functional infection prevention and control amenities.

- Sample one (1) Health Centre IV/District Hospital (where they exist); and two (2) Health Centre IIIs

- Observe existence of the listed necessary infection prevention and control facilities and supplies

- In case the LG has no health facilities award score.

Verify if the health facilities in the LG have the following functional infection prevention and control amenities

score 2 or else 0

The Local Government (LG) met the requirements of this indicator. Sterilizing equipment was available in all three sampled facilities. The details are summarized below:

- **Mukuju HC IV:**

The facility has 4 functional autoclaves and 1 sterilizer that uses electricity in the theater for sterilizing medical equipment.

- **Kwapa HC III:**

The facility has 1 functional autoclave and 1 sterilizer that uses gas for sterilizing medical equipment.

- **Molo HC III:**

The facility has 1 functional autoclave for sterilizing medical equipment.

Evidence that health facilities in the LG have functional infection prevention and control amenities.

- Sample one (1) Health Centre IV/District Hospital (where they exist); and two (2) Health Centre IIIs

- Observe existence of the listed necessary infection prevention and control facilities and supplies

- In case the LG has no health facilities award score.

Verify if the health facilities in the LG have the following functional infection prevention and control amenities

Waste management and disposal facilities at all work stations including:

- a. color coded waste bins, biohazard bags and safety boxes
- b. Sorting waste according to color code
- c. Placenta pit score 2 or else 0

There was evidence that the sampled health facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) within the Local Government (LG) had waste management and disposal facilities at all workstations.

The assessment team visited these facilities and made the following observations:

- **Mukuju HC IV:**

The facility had waste management and disposal facilities at all workstations. Areas visited included the general ward, theatre, ART clinic, maternity, dental clinic, Young Child Clinic (Immunization), postnatal care, laboratory, clinical rooms, outpatient department (OPD), and antenatal care (ANC). The waste management facilities were color-coded, biohazard compliant, and used for sorting waste according to the color codes. Additionally, the facility had a placenta pit.

- **Kwapa HC III:**

The facility also had waste management and disposal facilities at all workstations. The assessment team visited the OPD, clinical rooms, maternity ward, ART clinic, and laboratory, confirming the presence of color-coded, biohazard-compliant facilities for waste sorting. A placenta pit was also available.

- **Molo HC III:**

The facility had similar waste management and disposal facilities at all workstations. Areas inspected included the OPD (clinical rooms), maternal and child health (MCH) section, ANC, family planning unit, labor suite, postnatal care, and the Young Child Clinic. Waste management facilities were color-coded, biohazard compliant, and used for appropriate waste sorting. A placenta pit was also present.

Evidence that health facilities in the LG have functional infection prevention and control amenities.

- Sample one (1) Health Centre IV/District Hospital (where they exist); and two (2) Health Centre IIIs

- Observe existence of the listed necessary infection prevention and control facilities and supplies

- In case the LG has no health facilities award score.

Verify if the health facilities in the LG have the following functional infection prevention and control amenities

Clean human waste disposal facilities for patients and staff segregated between male and female with hand washing facility with water and soap score 2 or else 0

The Local Government (LG) did not meet the requirements of this indicator. The human waste disposal facility at Molo HC III was not segregated by gender. The assessment team sampled three health facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) and observed the following:

• Mukuju HC IV

The health facility has four human waste disposal facilities for both patients and staff, segregated by gender, and equipped with handwashing stations with water and soap. These facilities are strategically located near the general ward, the Outpatient Department (OPD), and two at the maternity ward. A functional indoor facility is also located at the OPD, separated by gender and equipped with handwashing stations, water, and soap.

• Kwapa HC III

The health facility has four human waste disposal facilities for both patients and staff. Three of these facilities are located behind the maternity unit, and one for staff is located at the staff quarters. These facilities are separated by gender and have handwashing stations with water and liquid soap.

• Molo HC III

The health facility has two facilities for patients and two at the staff quarters. The first facility, located behind the maternity unit, is used by staff, females, and those with disabilities, and is segregated. It is equipped with a handwashing station with water and soap. **The second facility is new and not segregated by gender,** although it has handwashing facilities with water and soap.

13	Evidence that health facilities in the LG have functional infection prevention and control amenities.	• Sample one (1) Health Centre IV/District Hospital (where they exist); and two (2) Health Centre IIIs • Observe existence of the listed necessary infection prevention and control facilities and supplies • In case the LG has no health facilities award score. Verify if the health facilities in the LG have the following functional infection prevention and control amenities Safe water source score 2 or else 0	The Local Government (LG) did not meet the requirements of this indicator. Only two out of the three sampled health facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) had a safe water source. The details are summarized below: • Mukuju HC IV The health facility has a motorized borehole located near the maternity ward and rainwater harvesting tanks installed on all buildings. • Kwapa HC III <i>The health facility lacks a safe water source but has rainwater harvesting tanks. There was no evidence that this water was being purified.</i> • Molo HC III The health facility is connected to a water supply from the National Water and Sewerage Corporation (NWSC) and also has rainwater harvesting tanks.	0
14	Evidence that the health facilities have visible sign posts listing all available services in local language offered free of charge Evidence that the health facilities compound and service units have clear signs for directions in local language	Sample one (1) Health Centre IV/District Hospital; and two (2) Health Centre IIIs • Observe existence of the signposts and labels • Obtain list of services offered from in-charge and compare with those on the signposts. Verify if the health facilities have visible sign posts listing all available services in local language offered free of charge score 2 or else 0	The Local Government (LG) met the requirements of this indicator. All the sampled facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) had visible signposts in the local language listing all available services offered free of charge, consistent with the list provided by the Health Facility In-Charges. The details are summarized below: • Mukukuju HC IV: The health facility had visible signposts in the local language listing all available services offered free of charge. This was situated at the entrance of the facility • Kwapa HC III: The health facility displayed the list of services offered in both the local language and English on the wall at the OPD. The list is also displayed at the signpost at the entrance of the facility in both English and ateso (local language) • Molo HC III: The health facility had visible signposts in the local language listing all available services offered free of charge. This was situated at the entrance of the facility	2

Evidence that the health facilities have visible sign posts listing all available services in local language offered free of charge

Evidence that the health facilities compound and service units have clear signs for directions in local language

Sample one (1) Health Centre IV/District Hospital; and two (2) Health Centre IIIs

- Observe existence of the signposts and labels

- Obtain list of services offered from in-charge and compare with those on the signposts.

Verify if the health facilities compound and service units have clear signs for directions in local language score 2 or else 0

The Local Government (LG) did not meet the requirements of this indicator. Among the sampled health facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) all had clear service unit signage in both English and the local language. However, only Mukuju HC IV had directional signage in both languages within the health facility compound. **Kwapa HC III and Molo HC III lacked this signage.** The findings are summarized below:

Mukuju HC IV

- The health facility compound had directional signage in both English and the local language.
- All service units were clearly labeled in both English and the local language.

Kwapa HC III

- *The health facility compound lacked directional signage in the local language.*
- All service units were clearly labelled in both English and the local language.

Molo HC III

- *The health facility compound lacked directional signage in the local language.*
- All service units were clearly labeled in both English and the local language.

Management of Financial Resources

Evidence that the LG has supported all health facilities to:

Evidence that the LG has supported all health facilities in analyzing bottlenecks, designing work plans to address the bottlenecks, allocating funds, and producing reports to improve health outcomes and mitigate identified issues.

From the LG Health Officer, obtain and

- Review bottleneck analysis report.

- Review annual work plan HMIS 001

- Review annual budget report HMIS 020

- Narrative Activity Report

Verify if the LG supported all health facilities to

i. Make a bottleneck analysis;

ii. Design work plans to address the bottlenecks

iii. Allocate funds to activities intended to address the bottlenecks; and

iv. Produced reports which describe the activities conducted and explains what has been achieved in relation to mitigating the identified bottlenecks and improving health outcomes

If (i) and (iv) complied with score 5 or else 0

The Local Government (LG) did not meet this indicator. The sampled health facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) conducted bottleneck analyses and developed comprehensive work plans and budgets.

However, no copies of reports were provided to the assessment team to ascertain the level of implementation of the planned activities and the achievements recorded in FY 2023/2024.

The details of the work plans are summarized below:

• Mukuju HC IV

A comprehensive work plan was prepared by the Health Facility In-Charge, Dr. Onyango Jagire K, on 22nd September 2023 and approved by the Chairperson of the HUMC (approval date not provided). The bottleneck analysis is documented on pages 38 and 39.

• Kwapa HC III

A comprehensive work plan was prepared by the Health Facility In-Charge, Kyohangirwe Ivan, on 27th March 2023 and approved by the Chairperson of the HUMC on the same date. The bottleneck analysis is documented on pages 33 and 35.

• Molo HC III

A comprehensive work plan was prepared by the Health Facility In-Charge, Emmanuel Khamali, on 15th September 2023 and approved by the Town Council and the HUMC (approval date not provided). The bottleneck analysis was based on healthcare service provision areas, including maternal and child health (MCH) services, environmental health services, and management and support services. The analysis is documented on pages 34 to 36.

Evidence that the DHO makes a bottleneck analysis, design work plans to address bottleneck, allocate funds, and produce reports to improve health outcomes.

- Review annual work plan HMIS 001
- Review annual budget report HMIS 020
- Narrative Activity Report

Verify if the DHO

i. Makes a bottleneck analysis;

ii. Designs work plans to address the bottlenecks

iii. Allocated funds to activities intended to address the bottlenecks; and

iv. Produced reports which describe the activities conducted and explains what has been achieved in relation to improving health outcomes

If (i) and (iv) complied with score 5 or else 0

The Local Government (LG) did not meet the requirements for this indicator. A signed copy of the comprehensive work plan was not provided to the assessment team. However, a soft copy of the plan, including a bottleneck analysis documented on pages 170-179, was shared. No reports were submitted to the assessment team to verify the implementation level of planned activities or the achievements recorded for FY 2023/2024.

Environment, Social, Health and Safety

- | | | |
|--|---|--|
| a) Evidence that the LG has put in place protection measures against any form of violence/abuse discrimination for patients, workers and medical staff in health facilities | Sample 3 health facilities to ascertain that protection measures are in place | There was no evidence provided in the form of a policy document, code of conduct, or meeting minutes/reports to show that the sampled health facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) had put in place protection measures against any form of violence/abuse discrimination |
| b) Evidence that the LG has trained, sensitized patients, workers, medical staff and communities on measures to eliminate any form of violence/abuse and discrimination at health facilities | Verify the LG has put in place protection measures against any form of violence/abuse discrimination for patients, workers and medical staff in health facilities | |
| c) Evidence that Health Unit Management Committee (HUMC) has been trained on stakeholder engagement grievance management as per the circular on grievance management by MoGLSD | score 2 or else 0 | |

- | | | |
|--|--|--|
| a) Evidence that the LG has put in place protection measures against any form of violence/abuse discrimination for patients, workers and medical staff in health facilities | Sample 3 health facilities to ascertain that protection measures are in place | There was no evidence provided to demonstrate that the Local Government conducted training and sensitization on measures to eliminate violence, abuse, or discrimination at any of the sampled health facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III). During the field visit, no reports or documentation, such as training reports, were made available to the assessment team to confirm that such training and sensitization activities had been conducted at these health facilities |
| b) Evidence that the LG has trained, sensitized patients, workers, medical staff and communities on measures to eliminate any form of violence/abuse and discrimination at health facilities | LG conducted training and sensitization on the protection measures | |
| c) Evidence that Health Unit Management Committee (HUMC) has been trained on stakeholder engagement grievance management as per the circular on grievance management by MoGLSD | Verify that the LG has trained, sensitized patients, workers, medical staff and communities on measures to eliminate any form of violence/abuse and discrimination at health facilities
score 2 or else 0 | |

a) Evidence that the LG has put in place protection measures against any form of violence/abuse discrimination for patients, workers and medical staff in health facilities	Sample 3 health facilities to ascertain that protection measures are in place	There was no evidence provided to indicate that the LG Health Office and the Community Development Office trained the Health Unit Management Committees (HUMC) on stakeholder engagement and grievance management. Visits to the sampled facilities (Mukuju HC IV, Kwapa HC III, and Molo HC III) also revealed no reports or documentation showing that the HUMCs received training on stakeholder engagement and grievance management, as required by the Ministry of Gender, Labour and Social Development's (MoGLSD) circular on grievance management
b) Evidence that the LG has trained, sensitized patients, workers, medical staff and communities on measures to eliminate any form of violence/abuse and discrimination at health facilities	LG Health Office and Community Development Office have trained the HUMC on stakeholder engagement and grievance management	
c) Evidence that Health Unit Management Committee (HUMC) has been trained on stakeholder engagement grievance management as per the circular on grievance management by MoGLSD	If the Health Unit Management Committee (HUMC) has been trained on stakeholder engagement grievance management as per the circular on grievance management by MoGLSD score 2 or else 0	

Oversight and support supervision

18

0

Evidence that HUMCs approved work plans and budgets in all facilities, the LGHT supervised and mentored all facilities for Data Quality Assurance (DQA), the LGHT supervised and mentored all facilities for the Expanded Program of Immunisation (EPI), and the LGHT discussed supervision findings and followed up on recommendations.	From the LG Health Officer, obtain and - Obtain and review HUMC minutes to establish that they approved work plans and budgets - Obtain and review LGHT supervision and mentorship reports - Obtain and review LGHT Minutes Sample one (1) Health Centre IV/District Hospital; and two (2) Health Centre IIIs Verify if there is evidence that: - That HUMCs approved work plans and budgets in all facilities - That LGHT	The sampled health facilities did not fully meet the requirements for this indicator. The details are summarized below: 1. HUMC-Approved Work Plans Mukuju HC IV A comprehensive work plan was prepared by the Health Facility In-Charge, Dr. Onyango Jagire K, on 22nd September 2023 and approved by the Chairperson of the HUMC (approval date not provided). This work plan was made available to the assessment team. Kwapa HC III A comprehensive work plan was prepared by the Health Facility In-Charge, Kyohangirwe Ivan, on 27th March 2023 and approved by the Chairperson of the HUMC on the same day. This work plan was provided to the assessment team. Molo HC III A comprehensive work plan was prepared by the Health Facility In-Charge, Emmanuel Khamali, on 15th September 2023. It was approved by both the Town Council and the HUMC (approval date not provided) and was shared with the assessment team. 2. Supervision and Mentorship on Data Quality Assurance (DQA) and Follow-Up on
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supervised and mentored all facilities in relation to Data Quality Assurance (DQA)

iii. That LGHT supervised and mentored all facilities in relation to Expanded Program of Immunization (EPI)

iv. That the LGHT discussed supervision findings and followed-up on the recommendations made.

If (i) to (iv) complied with score 6 or else 0

Recommendations

• Mukuju HC IV

o A DQA using the PMTCT audit tool was conducted on 21st July 2023. Recommendations included updating the audit tool daily, ensuring linkage and referral assistants line-list clients and provide all required services, and completing key registers (EID, ART, and PMTCT SOPs).

o The KPT prep DQA was conducted on 16th May 2024. Recommendations included lobbying for a KPT data assistant. This was implemented, and Baluka Gertrude was recruited by Baylor in May 2024. She is currently updating the KPT tracker.

• Kwapa HC III

No mentorship or supervision activities on DQA were conducted during FY 2023/2024. No reports were provided, and a review of the health facility supervision book showed no evidence of mentorship or supervision in this area. As a result, no recommendations were implemented.

• Molo HC III

DQA supervision reports were not provided to the assessment team. A review of the support supervision book also showed no evidence of supervision in this area. Without evidence of recommendations, the facility received no score for implementing recommendations.

3. Supervision and Mentorship on the Expanded Program of Immunization (EPI) and Follow-Up on Recommendations

• Mukuju HC IV

Support supervision on EPI was conducted on 12th June 2024 by Akwii Marion, a Registered Nurse. Recommendations included lobbying for a fridge tag and EPI charts from the district, which were successfully acquired. Temperature monitoring charts are now available.

• Kwapa HC III

No mentorship or supervision activities on EPI were conducted during FY 2023/2024. No reports were provided, and a review of the health facility supervision book showed no evidence of mentorship or supervision in this area. Consequently, no recommendations were implemented.

• Molo HC III

No mentorship or supervision activities on EPI were conducted during FY 2023/2024. EPI supervision reports were not provided, and a review of the support supervision book showed no evidence of supervision in this area. Without evidence of recommendations, the facility received no score for implementing recommendations.

Evidence that the LG has submitted timely and complete HMIS 108 and 105 monthly summary data by the 14th day of the preceding months.

- Review HMIS monthly summaries
- Confirm with DHIS2 that summary data was submitted by the 14th of the preceding month

If the LG has submitted timely and complete HMIS 108 and 105 monthly summary data by the 14th day of the preceding months score 4 or else 0.

The local government (LG) health facilities did not consistently submit certain HMIS 108 monthly summary data by the 14th day of the following month. However, all monthly HMIS 105 reports were submitted on time. The assessment team reviewed the monthly submission data for HMIS 105 and 108 in the DHIS2 system and noted the following findings:

HMIS 105 (Outpatient Monthly Reports)

- All the facilities submitted monthly reports timely.

HMIS 108 (Inpatient Monthly Reports)

- Nine health facilities failed to submit their reports on time. The timely submission rates are as follows:

o Atangi Health Centre III, Osukuru Health Centre III, and Panyangasi Health Centre III: 8.3% (11 out of 12 monthly reports were not submitted on time).

o Kiyeyi Health Centre III, Kwapa Health Centre III, Kyamwinula Health Centre III, and Poyameri Health Centre III: 0% (none of the 12 monthly reports were submitted on time)

**PMs and Indicators
to Incentivise
Delivery of
Accessible, Quality
and Efficient Water
and Sanitation
Services**

No.	Summary of requirements Quality	Definition of compliance	Compliance justification	Score
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- a) Evidence that the water officer carried out routine water quality analysis (bacteriological and physical) for at least 20% of existing water facilities annually.
- b) Evidence that the water officer conducted 100% quality analysis for new water sources in previous FY
- c) Evidence that the LG conducted household sanitation surveys before connection to the new piped water facilities in the previous FY
- d) Evidence that the Water Office provided feedback with action points for improvement to communities, WSCs, water Boards, and LLGs on the results from water quality analysis for existing water facilities and household sanitary surveys for the new water facilities
- e) Evidence that the water office followed up implementation of recommended remedial actions

From the DWO:

- Obtain and review the BPR to identify the new water sources implemented in the previous FY.

- Obtain and review the water quality analysis reports of the existing and new water facilities

Verify if the water officer carried out routine water quality analysis (bacteriological and physical) for at least 20% of existing water facilities annually score 2 or else 0

- As per the document titled “ANNUAL WORKPLAN AND BUDGET for FY 2023/2024 (no REF. No.)” submitted by CAO on 25th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 25th/07/2023 and in reference to my analysis of the annual progress reports for FY 2023/2024, there was evidence that Tororo DWO carried out routine water quality analysis (bacteriological and physical) for at least 20% of existing water facilities annually based on the following documents:

- 1st Quarter Report for FY 2023/2024 (no REF No.) submitted by Tororo DLG CAO on 25th/Oct/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 8th/Nov/2023; **water quality analysis for 74 water facilities.**

- 2nd Quarter Report for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 15th/01/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 17th/01/2024: **water quality analysis for 74 water facilities.**

- 3rd Quarter Report for FY 2023/2024 (no. REF No.) submitted by Tororo DLG CAO on 8th/04/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/04/2024: **water quality analysis for 89 water facilities.**

- 4th Quarter Report for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 11th/07/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/07/2024; **water quality analysis for 81 water facilities.**

- As per the MWE-MIS for the FY 2023/2024, **the total number of functional water facilities for Tororo DLG was 1425.**

- Therefore, Tororo district water officer carried out routine water quality analysis (bacteriological and physical) **for 250 water facilities and thus $((74+74+89+81)/1425*100=22.3=22\%$ greater than 20% of existing water facilities**

- **therefore, justifying a score of two (2)**

a) Evidence that the water officer carried out routine water quality analysis (bacteriological and physical) for at least 20% of existing water facilities annually. b) Evidence that the water officer conducted 100% quality analysis for new water sources in previous FY c) Evidence that the LG conducted household sanitation surveys before connection to the new piped water facilities in the previous FY d) Evidence that the Water Office provided feedback with action points for improvement to communities, WSCs, water Boards, and LLGs on the results from water quality analysis for existing water facilities and household sanitary surveys for the new water facilities e) Evidence that the water office followed up implementation of recommended remedial actions	From the DWO: • Obtain and review the BPR to identify the new water sources implemented in the previous FY. • Obtain and review the water quality analysis reports of the existing and new water facilities Verify if the water officer conducted 100% quality analysis for new water sources in previous FY score 2 or else 0	• According to the 4th Quarter/ Annual Report for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 11th/07/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/07/2024; the following projects were constructed 17 Nos deep boreholes in Kwapa S/C, Katajula S/C, Apokor T/C, Nyangole S/C, Pajwenda T/C, Mwello S/C, Magola S/C, Nawire S/C, Kalait S/C, Nabuyoga S/C, Ojilai S/C, Molo S/C, Rubongi S/C, Merikit S/C (2), Mella S/C and Kisoko S/C. 2 Nos. Extension of piped solar water supply scheme at: i. iyolwa area, Iyolwa parish, Iyolwa S/C and at Wikusi area, Katandi parish, Kirewa S/C 3 Nos. production wells in Morikatipe S/C, Apetai S/C and Kayoro S/C 4 Nos Rural Growth Center latrines in Lingingi TC in Nabuyoga Parish, Nabuyoga S/C; Nambogo TC in Nambogo Parish, Iyolwa S/C; Aninda market TC in Nyakesi Parish, Rubongi S/C; and in Mailo 8 in Mukuju parish, Mukuju S/C. 4 Nos. Borehole rehabilitation in Mella S/C, Nagongera S/C, Sere S/C (2) • There were the following certificates of analysis for the water sources constructed in FY 2023/2024: - Mama Borewells Africa Limited ground water sample for Nyamwere cell, Bumanda parish, Ojilai S/C (DWD No. 86764), sampled on 8th/05/2024, received by Soil, Water and Plant Analytical Laboratory, Department of Agricultural Production, School of Agricultural sciences, College of Agricultural and Environmental Sciences, Makerere University laboratory, Kampala analysed and issued by Senior Laboratory Technician on 15th/05/2024. - Mama Borewells Africa Limited ground water sample for Kipangor C village, Kipangor parish, Molo S/C (DWD No. 86765), sampled on 9th/05/2024, received by , Soil, Water and Plant Analytical Laboratory, Department of Agricultural Production, School of Agricultural sciences, College of Agricultural and Environmental Sciences, Makerere University laboratory, Kampala analysed and issued by Senior Laboratory Technician on 15th/05/2024. - Mama Borewells Africa Limited ground water sample for Ngota B village, Luggingi parish, Nabuyoga S/C (DWD No. 86766), sampled on 10th/05/2024, received by Soil, Water and Plant Analytical Laboratory, Department of Agricultural Production, School of Agricultural sciences, College of Agricultural and Environmental Sciences,
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Makerere University laboratory, Kampala analysed and issued by Senior Laboratory Technician on 15th/05/2024.

iv. Mama Borewells Africa Limited ground water sample for Aghee village, Agumit parish, Mwello S/C (**DWD No. 86763**), sampled on 6th/05/2024, received by Soil, Water and Plant Analytical Laboratory, Department of Agricultural Production, School of Agricultural sciences, College of Agricultural and Environmental Sciences, Makerere University laboratory, Kampala analysed and issued by Senior Laboratory Technician on 15th/05/2024.

v. Mama Borewells Africa Limited ground water sample for Aghee village, Agumit parish, Mwello S/C (**DWD No. 86763**), sampled on 6th/05/2024, received by Soil, Water and Plant Analytical Laboratory, Department of Agricultural Production, School of Agricultural sciences, College of Agricultural and Environmental Sciences, Makerere University laboratory, Kampala analysed and issued by Senior Laboratory Technician on 15th/05/2024.

vi. KRL Uganda Limited ground water sample for Obur Cell, Otukur parish, Apokor S/C (**DWD No. 94186**), sampled on 11th/05/2024, received by Soil, Water and Plant Analytical Laboratory, Department of Agricultural Production, School of Agricultural sciences, College of Agricultural and Environmental Sciences, Makerere University laboratory, Kampala analysed and issued by Senior Laboratory Technician on 15th/05/2024.

vii. KRL Uganda Limited ground water sample for Panyangasi B village, Panyangasi parish, Rubongi S/C (**DWD No. 94234**), sampled on 21st/06/2024, received by Soil, Water and Plant Analytical Laboratory, Department of Agricultural Production, School of Agricultural sciences, College of Agricultural and Environmental Sciences, Makerere University laboratory, Kampala analysed and issued by Senior Laboratory Technician on 4th/07/2024.

viii. KRL Uganda Limited ground water sample for Maguria village, Maguria parish, Nyangole S/C (**DWD No. 94235**), sampled on 22nd/06/2024, received by Soil, Water and Plant Analytical Laboratory, Department of Agricultural Production, School of Agricultural sciences, College of Agricultural and Environmental Sciences, Makerere University laboratory, Kampala analysed and issued by Senior Laboratory Technician on 4th/07/2024.

ix. KRL Uganda Limited ground water sample for Arowa North village, Mabiri parish, Marikit S/C (**DWD No. 94236**), sampled on 23rd/06/2024, received by Soil, Water and Plant Analytical Laboratory,

Department of Agricultural Production,
School of Agricultural sciences, College of
Agricultural and Environmental Sciences,
Makerere University laboratory, Kampala
analysed and issued by Senior Laboratory
Technician on 4th/07/2024.

x. KRL Uganda Limited ground water
sample for Kadomoche village, Mella S/C
(DWD No. 94237), sampled on
24rd/06/2024, received by Soil, Water and
Plant Analytical Laboratory, Department of
Agricultural Production, School of
Agricultural sciences, College of Agricultural
and Environmental Sciences, Makerere
University laboratory, Kampala analysed
and issued by Senior Laboratory Technician
on 4th/07/2024.

xi. KRL Uganda Limited ground water
sample for Kajom B village, Kajom parish,
Akwapa S/C **(DWD No. 94238)**, sampled
on 25th/06/2024, received by Soil, Water
and Plant Analytical Laboratory,
Department of Agricultural Production,
School of Agricultural sciences, College of
Agricultural and Environmental Sciences,
Makerere University laboratory, Kampala
analysed and issued by Senior Laboratory
Technician on 4th/07/2024.

xii. Icon projects Limited ground water
sample at Agogomit, Tokokiowe parish,
Apetai S/C, **DWD No. 98226 (REF No:
23/219/2024/C)**, received by National
Water and Sewerage Corporation Central
laboratory, Bugolobi on 3rd/7/2024,
authorised by manager central Laboratory
services and approved by Senior Water
Quality Management on 5th/07/2024

xiii. Icon projects Limited ground water
sample at Utro C, Abur parish, Kayoro S/C,
**DWD No. 98227, (REF No:
23/220/2024/C)**, received by National
Water and Sewerage Corporation Central
laboratory, Bugolobi on 3rd/7/2024,
authorised by manager central Laboratory
services and approved by Senior Water
Quality Management on 5th/09/2024

xiv. Icon projects Limited ground water
sample at Nyalakot, Nyalakot parish,
Morukatipe S/C, **DWD No. 98228, (REF
No: 23/175/2024/C)**, received by National
Water and Sewerage Corporation Central
laboratory, Bugolobi on 2nd/9/2024,
authorised by manager central Laboratory
services and approved by Senior Water
Quality Management on 5th/09/2024

xv. Multec Consults (U) Ltd ground water
sample at Wawolera, Katejula parish,
Katejula S/C, **DWD No. 91057, (REF No:
ES/RF/2024/0787)**, received by National
Water and Sewerage Corporation Central
laboratory, Bugolobi on 22nd/7/2024,
authorised by manager central Laboratory
services and approved by Senior Water

xvi. Multec Consults (U) Ltd ground water sample at Nyamayiga, Nyamaiga parish, Kilewa S/C, **DWD No. 91058, (REF No: ES/RF/2024/0761)**, received by National Water and Sewerage Corporation Central laboratory, Bugolobi on 16th/7/2024, authorised by manager central Laboratory services and approved by Senior Water Quality Management on 18th/07/2024

xvii. Multec Consults (U) Ltd ground water sample at Pajabo B, Magola parish, Magola S/C, **DWD No. 91075, (REF No: ES/RF/2024/0891)**, received by National Water and Sewerage Corporation Central laboratory, Bugolobi on 3rd/9/2024, authorised by manager central Laboratory services and approved by Senior Water Quality Management on 4th/09/2024

• **therefore, justifying a score of two (2)**

1

a) Evidence that the water officer carried out routine water quality analysis (bacteriological and physical) for at least 20% of existing water facilities annually.

b) Evidence that the water officer conducted 100% quality analysis for new water sources in previous FY

c) Evidence that the LG conducted household sanitation surveys before connection to the new piped water facilities in the previous FY

d) Evidence that the Water Office provided feedback with action points for improvement to communities, WSCs, water Boards, and LLGs on the results from water quality analysis for existing water facilities and household sanitary surveys for the new water facilities

e) Evidence that the water office followed up implementation of recommended remedial actions

• Obtain and review the BPR to identify the new water sources implemented in the previous FY.

• Obtain and review household sanitary survey reports for new piped water facilities.

Verify if the LG conducted household sanitation surveys before connection to the new piped water facilities in the previous FY score 2 or else 0

• There was (limited) evidence that the LG conducted household sanitation surveys before connection to the new piped water facilities in FY 2023/2024

• There were the following documents:

i. Water Sanitary survey report conducted from 1st June to 30th June in Tororo district written by ADWO-Sanitation to DWO on 30th/06/2024 **for 23 boreholes, 2 protected springs and 1 rain water harvesting tank.**

ii. Type of facility-Piped Water with service reservoir for Wikus village, Kirewa S/C (no Code number) conducted on 11/4/2023, where a **sanitary risk score of 12/12 (0-1) (very low)** was observed.

iii. Type of facility-Piped Water with service reservoir for (no village), Iyolwa S/C (no Code number) conducted on 10/4/2023, **where a sanitary risk score (was not indicated)**

• **therefore, justifying a score of zero (0)**

0

- a) Evidence that the water officer carried out routine water quality analysis (bacteriological and physical) for at least 20% of existing water facilities annually.
- b) Evidence that the water officer conducted 100% quality analysis for new water sources in previous FY
- c) Evidence that the LG conducted household sanitation surveys before connection to the new piped water facilities in the previous FY
- d) Evidence that the Water Office provided feedback with action points for improvement to communities, WSCs, water Boards, and LLGs on the results from water quality analysis for existing water facilities and household sanitary surveys for the new water facilities
- e) Evidence that the water office followed up implementation of recommended remedial actions

From the DWO:

- Check and review feedback reports on the results from water quality analysis for existing water facilities and household sanitary surveys for the new water facilities.

Verify if the the Water Office provided feedback with action points for improvement to communities, WSCs, water Boards, and LLGs on the results from water quality analysis for existing water facilities and household sanitary surveys for the new water facilities score 2 or else 0.

- According to the following documents:

- i. Dissemination of the water quality results conducted from 1st July to 30th September in 2023 in Tororo district (REF. No. 03/1/2) written by ADWO to DWO on 30th/12/2023
- ii. Dissemination of the water quality results conducted from 1st Oct to 30th Dec in 2023 in Tororo district (REF. No. 04/1/2) written by ADWO to DWO on 30th/12/2023.
- iii. Dissemination of the water quality results conducted from 1st Jan to 30th March in 2024 in Tororo district (REF. No. 04/1/2) written by ADWO to DWO on 30th /03/2024
- iv. Dissemination of the water quality results conducted from 1st April to 30th June in 2024 in Tororo district (REF. No. 04/1/2) written by ADWO to DWO on 30th/06/2024.

- There **were action points for improvement to communities, WSCs, water Boards, and LLGs especially on the results from water quality analysis for the 22% of the existing WSS facilities**

- **therefore, justifying a score of two (2)**

- a) Evidence that the water officer carried out routine water quality analysis (bacteriological and physical) for at least 20% of existing water facilities annually.
- b) Evidence that the water officer conducted 100% quality analysis for new water sources in previous FY
- c) Evidence that the LG conducted household sanitation surveys before connection to the new piped water facilities in the previous FY
- d) Evidence that the Water Office provided feedback with action points for improvement to communities, WSCs, water Boards, and LLGs on the results from water quality analysis for existing water facilities and household sanitary surveys for the new water facilities
- e) Evidence that the water office followed up implementation of recommended remedial actions

From the DWO:

Check for follow up reports on implementation of recommended remedial action

Verify that the water office followed up implementation of recommended remedial actions score 2 or else 0

• There **were no follow up reports** provided by the DWO of Tororo DLG.

• However, according to the **results of routine water quality analysis (bacteriological and physical) for 22% of the existing WSS facilities** and of the household sanitation surveys before connection to the new piped water facilities in FY 2023/2024 conducted by the Tororo DWO, **there was no remedial action recommended for implementation**

• therefore, **justifying a score of two (2)**

Access

Evidence that the population with access to safe water service is either above 70% or has increased between the previous FY one and the previous FY

From the Ministry MIS for the previous FY and previous FY but one:

- Obtain and check data access to safe water in the previous FY but one and compare with safe water access in the previous FY

Verify if the population with access to safe water service is either above 70% or has increased between the previous FY one and the previous FY but one score 5 or 0

• As per the MWE-MIS for the FY 2023/2024, the population with access to safe water service for Tororo DLG was **59% which falls below 70%.**

• According to the Annual Work plan for FY 2024/2025 (no REF. No.) submitted by Tororo DLG CAO on 11th/07/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/07/2024; **safe water access for Tororo DLG was 61%**

• According to the Annual Work plan for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 25th/07/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 25th/07/2023; **safe water access for Tororo DLG was 61%**

• Therefore, **safe water for Tororo DLG is below 70% and remained stagnant**

• **and thereby justifying a score zero (0)**

a) Evidence that the DWO has prioritized at least 70% of the budget allocations for the current FY to LLGs that are underserved (based on the average district water coverage) score 2 or else 0.

b) If at least 70% of budgeted water projects were implemented in sub-counties with safe water coverage below the district average in the previous Financial Year

From MoWE MIS and the DWO obtain and review the district safe water coverage data, (disaggregated by LLG); the AWP and budget for the current FY and reports to determine whether DWO allocated funds to LLGs that are underserved

Verify if the DWO has prioritized at least 70% of the budget allocations for the current FY to LLGs that are underserved (based on the average district water coverage) score 2 or else 0.

• According to the 4th Quarter Report for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 11th/07/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/07/2024; **the Safe Water Coverage (SWC) for Tororo DLG was 59%.**

• The Sub-Counties with SWC below the district average were: **Akadot** S/C with SWC of 22%; **Iyolwa** S/C with SWC of 51%; **Kirewa** S/C with SWC of 47%; **Merikit** S/C with SWC of 41%; **Mukuju** S/C with SWC of 57%; **Mulanda** S/C with SWC of 47%; **Nabuyoga** S/C with SWC of 50%; **Nagongera** S/C with SWC of 51%; **Nagongera** T/C with SWC of 41%; **Mwello** S/C with SWC of 51%; **Ojilai** S/C with SWC of 50%; and **Pajwenda** T/C with SWC of 33%.

• These were all to be the target S/Cs for budget allocations in the FY 2024/25.

• According to the AWP for FY 2024/2025 (no REF. No.) submitted by Tororo DLG CAO (no date) to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/07/2024, the following were the budget allocations:

i. 3 Nos. Construction of public latrines in RGCs in Merikit S/C, Akadot S/C and Apokori

T/C at a cost of UGX 84,556,000, **which is a target of 2 out of 3, equivalent to 66.7%;**

ii. 16 Nos. Deep boreholes drilling (Hand pump) in Malaba S/C, Mukuju S/C, Osia S/C, Kwapa S/C, Petta S/C, Iyolwa S/C, Nabuyoga T/C, Merikit S/C, Osukuru T/C, Kwapa T/C, Mwello S/C, Siwa S/C, Paya S/C, Nagongera S/C, Rubongi S/C and Kisoko S/C at a cost UGX 379,731,000; **which is a target of 5 out of 16, equivalent to 31.3%;**

iii. 2 Nos. Deep boreholes drilling (motorized- production wells) in Nagongera S/C and Kalait S/C, at a cost UGX 150,000,000; **which is a target of 1 out of 2, equivalent to 50%;**

iv. Construction of piped Water Supply System (borehole pumped) in Merikit S/C and Mulanda S/C at a cost of UGX. 250,621,998, **which is a target of 2 out of 2, equivalent to 100%;**

v. Consultancy services for design of piped water supply system in Morikatipe S/C at a cost UGX 33,475,093; **which is a target of 0 out of 1, equivalent to 0%;**

vi. 15 Nos. Boreholes rehabilitation in Osia S/C (4), Nagongera S/C, Paya S/C, Kwapa S/C, Molo S/C (4), Sere S/C, and Mwello S/C (3) at a cost UGX 90,000,000; **which is a target of 4 out of 15, equivalent to 26.7%;**

• The Budget for FY 2024/2025, therefore reflects a total of **UGX 988,384,091(A)** allocated to WSS developmental projects out of which **UGX 524,878,411.3 (B)** is allocated to target S/Cs.

• Therefore % of the budget allocation for FY 2023/2024 that was allocated to S/Cs below the district average coverage was **(B/A)*100 = UGX 524,878,411.3/988,384,091)*100 = 53.1%.**

This was below 70% and therefore, justifying a score of zero (0).

3

a) Evidence that the DWO has prioritized at least 70% of the budget allocations for the current FY to LLGs that are underserved (based on the average district water coverage) score 2 or else 0.

b) If at least 70% of budgeted water projects were implemented in sub-counties with safe water coverage below the

From MoWE MIS and the DWO obtain and review the district safe water coverage data, (disaggregated by LLG)

From the BPR of the previous FY ascertain whether the budgeted water projects were implemented.

Verify If at least 70% of budgeted water projects were implemented in

• According to the 4th Quarter Report for FY 2022/2023 (no REF. No.) submitted by Tororo DLG CAO on 25th/07/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 25th/07/2023; **the Safe Water Coverage (SWC) for Tororo DLG was 59%.**

• The Sub-Counties with SWC below the district average were: **Akadot** S/C with SWC of 22%; **Iyolwa** S/C with SWC of 51%; **Kirewa** S/C with SWC of 47%; **Merikit** S/C with SWC of 41%; **Mukuju** S/C with SWC of

0

district average in the previous Financial Year

sub-counties with safe water coverage below the district average in the previous Financial Year score 3 or else 0.

57%; **Mulanda** S/C with SWC of 47%; **Nabuyoga** S/C with SWC of 50%; **Nagongera** S/C with SWC of 51%; **Nagongera** T/C with SWC of 41%; **Mwello** S/C with SWC of 51%; **Ojilai** S/C with SWC of 50%; and **Pajwenda** T/C with SWC of 33%.

- These were all to be the target S/Cs for budget allocations in the FY 2024/25.

- According to the AWP for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO (25th/07/2023) to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 25th/07/2023, the following were the budget allocations:

i. 4 Nos. Construction of public latrines in RGCs in Nabuyoga S/C, Iyolwa S/C, Rubongi S/C and Mukuju S/C at a cost of UGX 120,000,000, **which is a target of 3 out of 4, equivalent to 75%;**

ii. 17 Nos. Deep boreholes drilling (Hand pump) in Kwapa S/C, Katajula S/C, Apokor T/C, Nyangole S/C, Pajwenda T/C, Mwello S/C, Magola S/C, Nawire S/C, Kalait S/C, Nabuyoga S/C, Ojilai S/C, Molo S/C, Rubongi S/C, Merikit S/C (2), Mella S/C and Kisoko S/C at a cost UGX 412,000,000; **which is a target of 6 out of 17, equivalent to 35.3%;**

iii. 3 Nos. Deep boreholes drilling (motorized- production wells) in Morikatiye S/C, Apetai S/C and Kayoro S/C, at a cost UGX 180,000,000; **which is a target of 0 out of 3, equivalent to 0%;**

iv. Extension of piped Water Supply System (borehole pumped) in Iyolwa S/C and Kirewa at a cost of UGX. 240,368,098, **which is a target of 1 out of 2, equivalent to 50%;**

v. Boles rehabilitation in Petta S/C (6,530,000) Merikit (7724000) Morikatiye S/C (UGX 5,775,000), Nabuyoga S/C (1305000), Rubongi S/C (4482000), Nagongera S/C (1,392,000), Kisoko S/C (1,392,000), Nyangole S/C (1,063,000), Pajwenda T/C (5,296,000), Mwello S/C (5,846,000), Sop sop S/C (250,000), Apokori T/C (1,880,000), Mella S/C (7,848,000), Iyolwa S/C (250,000), Magola S/C (1,980,000), Ojilai S/C (2,115,000), Kayoro S/C (690,000) and Akadot S/C (2,970,000), at a cost UGX 60,000,000; **which is a target of 26,912,000/60,000,000 out of 18, equivalent to 44.9%;**

- The Budget for FY 2023/2024, therefore reflects a total of UGX **1,012,368,098 (A)** allocated to WSS developmental projects out of which **UGX 382,507,814 (B)** is allocated to target S/Cs.

- Therefore % of the budget allocation for

FY 2023/2024 that was allocated to S/Cs below the district average coverage was
(B/A) *100 = UGX 382,507,814 /1,012,368,098) *100 = 37.8%.

• This was below 70% and therefore, justifying a score of zero (0).

4

Evidence that the LG has ensured that existing rural water facilities are functional.

From the Ministry MIS for the current FY:

- Obtain and check data on functionality of water facilities
- Sample 5 facilities to determine functionality of water facilities.
- If above 90% score 5
- Between 70% -89% score 2 or else 0

• As per the MWE-MIS for the FY 2024/2025, the rural water functionality for Tororo DLG was **98% which falls above 90%**

• For the five (5) water facilities, I sampled and visited in five (4) S/Counties:

i. Drilling of Nyamere deep borehole in Nyamere village, Bumanda Parish, Ojilai S/C: completed on 8th/05/2024

• Overall, the deep borehole was functioning well as reported by Tororo DWO

ii. Rehabilitation of Pusere deep borehole at Olama village, Mwenge Parish, Sere S/C

• Overall, the rehabilitated deep borehole well was functioning well as reported by DWO.

iii. Drilling of Kachinga South deep borehole in Kachinga ward, Merikit T/C: commissioned on 21st/08/2024.

• Overall, the deep borehole was functioning well as reported by Tororo DWO

iv. Drilling of Arowa deep borehole in Maliri Parish, Merikit S/C: commissioned on 23rd/06/2024

• Overall, the deep borehole was functioning well as reported by Tororo DWO

v. Extension of Kirewa piped water system in Kirewa S/C.

a) PSP 1-Double spout Nkusi village, Katandi Parish, KKirewa S/C

• Overall, the PSP was functioning well as reported by Tororo DWO

b) PSP 2- double spout Wikus village, Kirewa Parish, Kirewa S/C

• Overall, the PSP was not functioning well as reported by Tororo DWO

• Overall, the extended piped water system was not functional as reported by the Tororo DWO.

• Therefore, on average only four (4) out of five (5) WSS facilities I visited/ observed in five (4) S/Counties were

0

constructed/ rehabilitated and **were generally functioning well**, and the DWO fairly reported on them in the Annual Performance and Progress Reports of 4th Quarter in the FY 2023/2024

• and thereby justifying a score zero (0)

5

Evidence that the LG has ensured that 80% water facilities have functional water & sanitation oversight committees

From the Ministry MIS for the current FY:

- Check data on functionality of water & sanitation committees
- From the sampled water facilities interview the caretaker and members of the user committees to determine whether the oversight committees are functional (e.g. collect O&M funds regularly with good record keeping, undertake minor repairs and maintaining adequate sanitation around the water source and receive and respond to the grievances. Score 5 or else 0

0

From the MWE-MIS for the FY 2024/2025,

• Tororo DLG had **697 functional WSCs out of the 887 established WSCs equivalent to Management of [697/887] *100 = 78.58% approximated to 79%.**

• The percentage of WSS facilities with functional water & sanitation oversight committees in Tororo DLG, as seen under the Management Column was 79% .

• For the **five (5) WSS facilities, I sampled and visited in five (5) S/Counties:**

i. Drilling of **Nyamere deep borehole in Nyamere village, Bumanda Parish, Ojilal S/C:** completed on 8th/05/2024

• I found C/Person of WSC (Were Domisiano) and four (4) community members at the time of field visit

• Community was last trained by CDO in July 2024 on general sanitation, fencing of water facility and putting guards), general sanitation, maintaining cleanliness.

• the facility is utilized by 70 households

• each Household pays UGX 1000/ 2 months but there was no treasurer to access the account balance at time of visit

• the community received back up technical support

ii. Rehabilitation of Pusere deep borehole at Olama village, Mwenge Parish, Sere S/C

• I found one WSC member (C/Person- Obbo Benard) and the CDO Sere S/C

• According to WSC C/Person, the functional WSC comprises six (6) members including three (3) women.

• The committee was established in August 2024 before rehabilitation in September 2024 but had not yet been trained and thus, WSC members were not trained on general sanitation, maintaining cleanliness and implementation of water source protection plans.

• The borehole had been down for two (2)

months before rehabilitation

- The C/Person estimated the facility to be utilized by 50 households.
- There was no payment for water services
- Challenge: the borehole was hard to pump and takes long for water to flow and thus some communities use the borehole at Patewo P/S as an alternative water sources where users are required to pay UGX 2,000/ month

iii. Drilling of Kachinga South deep borehole in Kachinga ward, Merikit T/C: commissioned on 21st/08/2024.

- I found one (1) WSC member(s) (C/Person-Makoder Martin), CDO Merikit T/C and four (4) community members
- According to WSC C/Person, the functional WSC comprising 7 members including 4 women, was trained in July 2024 and members were on fencing and general cleanliness/ sanitation, economic use of water and implementation of water source protection plans.
- WSC C/Person estimated the facility to be utilized by 50 households and households were not paying for water
- WSC C/Person confirmed that they received technical support.

iv. Drilling of Arowa deep borehole in Maliri Parish, Merikit S/C: commissioned on 23rd/06/2024

- I found 1 WSC member (C/Person (Okea John) and 2 community members
- According to WSC C/Person, the functional WSC comprising 7 members including 4 women was established and trained in July 2024.
- WSC members were trained on general sanitation, maintaining cleanliness, orderly fetching of water, fencing water source and implementation of water source protection plans.
- According to WSC C/Person the facility was utilized by 130 households and that they were not paying for water

v. Extension of Kirewa piped water system in Kirewa S/C.

a) PSP 1-Double spout Nkusi village, Katandi Parish, KKirewa S/C

- During the field visit, I found two (2) WSC members/ caretakers- Oketch Gerald and Nyafuno Irene.
- The facility served about 32 households each comprising 5 members on average.

- According to the caretaker, the functional WSC was established in March 2024 and trained three times in March, April and August 2024 on cleanliness, collection of water user fees, cleaning water collection containers, fencing, non-wastage of water (using water sparingly and cleaning drainage channel and the facility was clean.

- According to the Caretaker, each household collecting water from PSP was supposed to pay UGX 1,000/ month for March-April, UGX 2,000 for May-September and UGX 3,000 for October-November, 2024 and the last money collected by NWSC was UGX 29,000 in October.

- The community received back-up technical support

b) PSP 2- double spout Wikus village, Kirewa Parish, Kirewa S/C

- During the field visit, there was neither a WSC member of the scheme (caretaker of the PSP) found and thus I could not confirm training content on general sanitation, maintaining cleanliness and implementation of water source protection plans.

- Since there was no WSC/ community member, I could not confirm whether the community received back up technical support

- Therefore, on average, **I found WSC members for only four (4) out of five (5) WSS facilities I visited/ observed in five (5) S/Counties that I interviewed to determine whether the oversight committees are functional.**

- **thereby justifying a score zero (0).**

Efficiency

6

Evidence that the LG has ensured that the installed water facilities provide water of adequate yield score

From the DWO:

- Obtain drilling/survey reports and check whether installed facilities meet the water quantity standards.

- Sample 5 water facilities and determine whether the yield meets the design capacity as per the drilling and design reports

If the sampled water facilities yield meets the design capacity score 5 or else 0

- There was evidence that the LG has ensured that the installed water facilities provide water of adequate yield reflected in the following documents:

- Completion report for drilling, casting and installation of six (6) boreholes in Tororo District local government for FY 2023/2024 submitted by KLR-Uganda Ltd: pump test for successfully drilled boreholes yielded a minimum of 500 Litres/hour. **(Obur (DWD 94186) C in Apokor T/C-0.m3/h; Panyangasi (DWD 94234) in Rubongi S/C-0.74 m3/h; Maguria in Nyangole S/C-4 m3/h; Arowa North in Merikit S/C- 4 m3/h; Kadomoche in Mella S/C- 1 m3/h; Katom B in Kwapa S/C- 0.6 m3/h)**

- Completion report for drilling, casting and

0

installation of five (5) boreholes lot 2 in Tororo District local government for FY 2023/2024 submitted by Mama borewells Africa Ltd: pump test for successfully drilled boreholes yielded a minimum of 500 Litres/hour. **(Aghee (DWD 86763) in Mwello S/C-1.63m³/h; Nyamere cell (DWD 86764) in Ojilai S/C-1.8 m³/h; Kipangor (DWD 86765) in Molo S/C- 0.64 m³/h; Ngota B (DWD 86766) in Nabuyoga S/C-1.05 m³/h; Momukebu A in Kalait S/C- 0.5 m³/h)**

iii. Completion report for drilling, casting and installation of six (6) boreholes lot 3 in Tororo District local government for FY 2023/2024 submitted by Multec Consults (U) Limited: pump test for successfully drilled boreholes yielded a minimum of 500 Litres/hour. **(Ayila in Katajula S/C- 0.8m³/h; Pajwenda Central A in Pajwenda T/C-1.3m³/h; Pajabo B in Magola S/C-0.9 m³/h; Ramogi in Nawire S/C- 0.9 m³/h; Awaya in Kisoko S/C- 1.2 m³/h; Kachinga in Merikit S/C- 1.2 m³/h)**

- For the five (5) water supply facilities, I sampled and visited in four (4) S/Counties:

i. Drilling of Nyamere deep borehole in Nyamere village, Bumanda Parish, Ojilai S/C: completed on 8th/05/2024

- I tested for the minimum well yield, and on average a 20-litre jerrycan was filled in $(120+57)/2=88.5$ seconds approximated to $[(20/38.5) * 3600] = 0.814\text{m}^3$ per hour greater than 0.5 m³ per hour reported in the standard design, technical specifications and terms of reference and thus good well yield.

ii. Rehabilitation of Pusere deep borehole at Olama village, Mwenge Parish, Sere S/C

- I tested the minimum well yield, and on average a 20-litre jerrycan was filled in $(97+106)/2=101.5$ seconds approximated to $[(20/101.5)*3600] = 709$ litres per hour greater than 600 litres per hour reported in the standard design, technical specifications and terms of reference and thus good well yield.

iii. Drilling of Kachinga South deep borehole in Kachinga ward, Merikit T/C: commissioned on 21st/08/2024.

- I tested for the minimum well yield, and on average a 20-litre jerrycan was filled in $(93+116)/2=104.5$ seconds approximated to $[(20/104.5) * 3600] = 0.689$ m³ per hour greater than 0.5 m³ per hour reported in the standard design, technical specifications and terms of reference and thus good well yield.

iv. Drilling of Arowa deep borehole in

**Maliri Parish, Merikit S/C:
commissioned on 23rd/06/2024**

- I tested for the minimum well yield, and on average a 20-litre jerrycan was filled in $(61+65)/2=63$ seconds approximated to $[(20/63) * 3600] = 1.14$ m³ per hour greater than 0.5 m³ per hour reported in the standard design, technical specifications and terms of reference and thus good well yield.

v. Extension of Kirewa piped water system in Kirewa S/C.

a) PSP 1-Double spout Nkusi village, Katandi Parish, KKirewa S/C

- Upon measuring the minimum PSP yield, on average a 20-litre jerrycan was filled in $(165+143)/2=154$ seconds approximated to $[(20/154) * 3600] = 468$ litres per hour less than 600 liters per hour reported in the standard design, technical specifications and terms of reference and thus poor yield.

b) PSP 2- double spout Wikus village, Kirewa Parish, Kirewa S/C

- The PSP had been abandoned, disconnected and meter removed, thus I could not take the meter readings and measure water discharge
- Therefore, on average, **only four (4) out of five (5) sampled installed water facilities provide water of adequate yield.**
- **thereby justifying a score zero (0).**

Evidence that the LG has ensured that the installed water facilities provide water service all the time score 5 or else 0

- From the DWO obtain information about downtime or hours of service of source or service (down time should not exceed one week)

- Sample 5 water facilities and determine whether the water facilities provides water at all times

If the LG has ensured that the installed water facilities provide water service all the time score 5 or else 0

- There was limited evidence that the Water Officer has ensured that the installed water facilities provide water service all the time.

- However, **there were no hours of service in provided quarterly monitoring reports for the WSS facilities and thus, I was not able to obtain information about hours of service of water service**

- For the five (5) water supply facilities, I sampled and visited in five (5) S/Counties:

- i. Drilling of Nyamere deep borehole in Nyamere village, Bumanda Parish, Ojilai S/C: completed on 8th/05/2024

- Overall, the **deep borehole provided water service all the time**

- ii. Rehabilitation of Pusere deep borehole at Olama village, Mwenge Parish, Sere S/C

- Overall, the **deep borehole provided water service all the time**

- iii. Drilling of Kachinga South deep borehole in Kachinga ward, Merikit T/C: commissioned on 21st/08/2024.

- Overall, the **deep borehole provided water service all the time**

- iv. Drilling of Arowa deep borehole in Maliri Parish, Merikit S/C: commissioned on 23rd/06/2024

- Overall, the **deep borehole provided water service all the time**

- v. Extension of Kirewa piped water system in Kirewa S/C.

- a) PSP 1-Double spout Nkusi village, Katandi Parish, KKirewa S/C

- Overall, the **PSP provided water service all the time**

- b) PSP 2- double spout Wikus village, Kirewa Parish, Kirewa S/C

- Overall, the **PSP did not provide water service all the time**

- Therefore, **only four (4) out of five (5) water supply facilities I visited/ observed in five (5) S/Counties provided water service all the time**

- **thereby justifying a score zero (0).**

Evidence that communities receive Backup technical support from the Water Office.

- From DWO field obtain monitoring reports, review and verify that communities received back-up technical support.

- Sample Water sources to ascertain that communities receive backup technical support.

If the communities received Backup technical support from the Water Office. Score 10 or else 0

- There **was limited evidence that communities receive Backup technical support.**

- There were the following sampled documents:

i. **Confirmation of Rehabilitation works** performed by Water Office FY 2023/2024 written to CAO Tororo DLG by C/Person of Kinyii Parish, Mella S/C on 3rd/04/2024; signed by 10 community members

ii. **Confirmation of Rehabilitation works** performed by Water Office FY 2023/2024 written to CAO Tororo DLG by C/Person of Omagoro 'B' village in Kodike Parish, Kalait S/C on 24th/04/2024; signed by 10 community members

iii. **Confirmation of Rehabilitation works** performed by Water Office FY 2023/2024 written to CAO Tororo DLG by C/Person of Kinyil west zone, Kinyil Parish, Mella S/C on 23rd/06/2024; signed by 11 community members.

iv. **Confirmation of Rehabilitation works** performed by Water Office FY 2023/2024 written to CAO Tororo DLG by C/Person of Kadanyi village, Amagoro Ward, Apokori T/C on 28th /06/2024; signed by 11 community members.

v. **Confirmation of Rehabilitation works** performed by Water Office FY 2023/2024 written to CAO Tororo DLG by C/Person of Corner Cell, Amagoro Ward, Apokori T/C on 26th/06/2024; signed by 9 community members

- **For the rehabilitated borehole, I sampled and visited in Sere S/County:**

- I found one WSC member (C/Person-Obbo Benard) and the CDO Sere S/C

- According to WSC C/Person, the functional WSC comprises six (6) members including three (3) women.

- The committee was established in August 2024 before rehabilitation in September 2024 but had not yet been trained and thus, WSC members were not trained on general sanitation, maintaining cleanliness and implementation of water source protection plans.

- **The borehole had been down for two (2) months before rehabilitation**

- **Therefore, there was limited evidence that communities receive backup technical support**

- **thereby justifying a score zero (0).**

9	Evidence that the constructed water facilities have basic functional amenities.	From DWO:	0 • According to the 4th Quarter/ Annual Report for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 11th/07/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/07/2024; Tororo DLG, Water department constructed/ rehabilitated 36 WSS projects in FY 2023/2024. I sampled and visited five (5) WSS facilities in five (5) S/Counties and I observed and noted the following: i. Drilling of Nyamere deep borehole in Nyamere village, Bumanda Parish, Ojilai S/C: completed on 8th/05/2024 • I found the borehole functional, properly maintained, well fenced and without a soak pit: • The borehole had pathway for easy access and a clean environment with planted paspalum grass; • The deep borehole was well engraved and not numbered • There were no trees planted around the borehole; • The thickness of borehole platform was 140mm and the drainage channel was 140mmx110mmx140mm. • The internal diameter of the apron was 1550mm and the platform for standing while pumping was 560mm x 600mm • The water delivery point was 455 mm from the ground • Borehole handle was not protected by guard from hitting the lower extents. Guard from hitting the upper extent was missing. • I tested for the minimum well yield, and on average a 20-litre jerrycan was filled in $(120+57)/2=88.5$ seconds approximated to $[(20/38.5) *3600] = 0.814\text{m}^3$ per hour greater than 0.5 m3 per hour reported in the standard design, technical specifications and terms of reference and thus good well yield. • I found C/Person of WSC (Were Domisiano) and four (4) community members at the time of field visit • Community was last trained by CDO in July 2024 on general sanitation, fencing of water facility and putting guards), general sanitation, maintaining cleanliness. • the facility is utilized by 70 households • each Household pays UGX 1000/ 2 months but there was no treasurer to access the account balance at time of visit
		• Sample 5 water sources to ascertain that the water facilities have fences, soak-away pits, storm water diversion channels and grass. • For the piped water facility check for: i) Reliable water source and intake structure, (ii) storage tanks or reservoirs, (iii) reliable pumping system, (iv) piped networks, (v) tap stands /water kiosks. If the sampled water facilities have the basic amenities Score 10 or else 0	

- the community received back up technical support

- Overall, the deep borehole was functioning well as reported by Tororo DWO

ii. Rehabilitation of Pusere deep borehole at Olama village, Mwenge Parish, Sere S/C

- The facility had pathway for easy access.

- The facility was not fenced and borehole handle was not protected by guards from hitting the upper and lower extents.

- Also, the drainage channel was clean with no soak pit.

- There was neither grass nor trees planted and the environment was clean

- I found the borehole functioning well.

- I tested the minimum well yield, and on average a 20-litre jerrycan was filled in $(97+106)/2=101.5$ seconds approximated to $[(20/101.5)*3600] = 709$ litres per hour greater than 600 litres per hour reported in the standard design, technical specifications and terms of reference and thus good well yield.

- I found one WSC member (C/Person-Obbo Benard) and the CDO Sere S/C

- According to WSC C/Person, the functional WSC comprises six (6) members including three (3) women.

- The committee was established in August 2024 before rehabilitation in September 2024 but had not yet been trained and thus, WSC members were not trained on general sanitation, maintaining cleanliness and implementation of water source protection plans.

- The borehole had been down for two (2) months before rehabilitation

- The C/Person estimated the facility to be utilized by 50 households.

- There was no payment for water services

- Challenge: the borehole was hard to pump and takes long for water to flow and thus some communities use the borehole at Patewo P/S as an alternative water sources where users are required to pay UGX 2,000/ month

- Overall, the rehabilitated deep borehole well was functioning well as reported by DWO.

iii. Drilling of Kachinga South deep borehole in Kachinga ward, Merikit T/C: commissioned on 21st/08/2024.

- I found the borehole functional, properly maintained, well fenced and without a soak pit:

- The borehole had pathway for easy access and a clean environment without planted paspalum grass;

- The deep borehole was engraved and not numbered

- the drainage channel was 130mmx90mmx115mm.

- The internal diameter of the apron was 1550mm and the pumping platform was 570mm x 650mm

- The water delivery point was 470 mm from the ground

- Borehole handle was well protected by guard from hitting the upper and lower extents.

- I tested for the minimum well yield, and on average a 20-litre jerrycan was filled in $(93+116)/2=104.5$ seconds approximated to $[(20/104.5) * 3600] = 0.689$ m3 per hour greater than 0.5 m3 per hour reported in the standard design, technical specifications and terms of reference and thus good well yield.

- I found one (1) WSC member(s) (C/Person-Makoder Martin), CDO Merikit T/C and four (4) community members

- According to WSC C/Person, the functional WSC comprising 7 members including 4 women, was trained in July 2024 and members were on fencing and general cleanliness/ sanitation, economic use of water and implementation of water source protection plans.

- WSC C/Person estimated the facility to be utilized by 50 households and households were not paying for water

- WSC C/Person confirmed that they received technical support.

- Overall, the deep borehole was functioning well as reported by Tororo DWO

iv. Drilling of Arowa deep borehole in Maliri Parish, Merikit S/C: commissioned on 23rd/06/2024

- I found the borehole functioning well, properly maintained, fenced and without a soak pit:

- The borehole had pathway for easy access and with a clean environment without planted grass/ trees;

- The deep borehole was engraved and not numbered

- The drainage channel was 130mmx105mmx105mm.
- The internal diameter of the apron was 1480mm and the pumping platform was 600mm x 600mm
- The water delivery point was 520 mm from the ground
- Borehole handle was protected by guard from hitting the upper and lower extents.
- I tested for the minimum well yield, and on average a 20-litre jerrycan was filled in $(61+65)/2=63$ seconds approximated to $[(20/63) * 3600] = 1.14$ m³ per hour greater than 0.5 m³ per hour reported in the standard design, technical specifications and terms of reference and thus good well yield.
- I found 1 WSC member (C/Person (Okea John) and 2 community members
- According to WSCX C/Person, the functional WSC comprising 7 members including 4 women was established and trained in July 2024.
- WSC members were trained on general sanitation, maintaining cleanliness, orderly fetching of water, fencing water source and implementation of water source protection plans.
- According to WSC C/Person the facility was utilized by 130 households and that they were not paying for water
- Overall, the deep borehole was functioning well as reported by Tororo DWO

v. Extension of Kirewa piped water system in Kirewa S/C.

a) PSP 1-Double spout Nkusi village, Katandi Parish, KKirewa S/C

- Upon measuring the minimum PSP yield, on average a 20-litre jerrycan was filled in $(165+143)/2=154$ seconds approximated to $[(20/154) * 3600] = 468$ litres per hour less than 600 liters per hour reported in the standard design, technical specifications and terms of reference and thus poor yield.
- The PSP was engraved.
- The PSP was well secured and metered.
- Meter reading was 3143 m³
- The surrounding environment was clean without soak-away pit.
- The water collection platform was 670mmx690mmx160mm
- The drainage channel was 170mmx160mmx170mm

- The height of the water delivery pipe from the ground was 540mm.
- During the field visit, I found two (2) WSC members/ caretakers- Oketch Gerald and Nyafuno Irene.
- The facility served about 32 households each comprising 5 members on average.
- According to the caretaker, the functional WSC was established in March 2024 and trained three times in March, April and August 2024 on cleanliness, collection of water user fees, cleaning water collection containers, fencing, non-wastage of water (using water sparingly and cleaning drainage channel and the facility was clean.
- According to the Caretaker, each household collecting water from PSP was supposed to pay UGX 1,000/ month for March-April, UGX 2,000 for May-September and UGX 3,000 for October-November, 2024 and the last money collected by NWSC was UGX 29,000 in October.
- The community received back-up technical support
- Challenge: according to the caretaker, other than in April, 2024 when water was off for 1 week and 2 days due to a breakdown, water can only be off for up to 1 hour during pumping; no payment to caretaker other than getting free water.
- Overall, the PSP was functioning well as reported by Tororo DWO

b) PSP 2- double spout Wikus village, Kirewa Parish, Kirewa S/C

- The PSP had been abandoned, disconnected and meter removed, thus I could not take the meter readings
- I could not measure the minimum PSP yield
- The PSP was engraved.
- The surrounding environment was bushy without a soak-away pit.
- The water collection platform was 700mmx1050mmx170mm
- The drainage channel was 170mmx160mmx170mm
- The height of the water delivery pipe from the ground was 570mm.
- During the field visit, there was neither a WSC member of the scheme (caretaker of the PSP) found and thus I could not confirm training content on general sanitation, maintaining cleanliness and implementation of water source protection plans.

- Since there was no WSC/ community member, I could not confirm whether the community received back up technical support
- Overall, the PSP was not functioning well as reported by Tororo DWO
- Overall, the extended piped water system was not functional as reported by the Tororo DWO.
- Therefore, **all the five (5) WSS facilities I visited/ observed in five (5) S/Counties were constructed/ rehabilitated without all the basic functional amenities (specifically the soak-away pits, and the DWO did not fairly report on them in the Annual Performance and Progress Reports of 4th Quarter in the FY 2023/2024**
- **and therefore, justifying a score of zero (0)**

Management of Financial Resources

10

a) Evidence that the water officer allocated and spent the NWR grant in line with the sub-programme grant & budget guidelines score 6 or else 0.

b) Evidence that the water officer submitted quarterly reports to MoWE on the 10th day of the first month of the subsequent quarter

From the Planner obtain and review a copy of the sector AWP for previous FY and the progress report and check whether allocations and expenditures for the sector NWR grant were done as per the sub-programme guideline s.

Verify if the water officer allocated and spent the NWR grant in line with the sub-programme grant & budget guidelines score 6 or else 0.

• As per the document titled “ANNUAL WORKPLAN AND BUDGET for FY 2023/2024 (no REF. No.)” submitted by CAO on 25th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 25th/07/2023 and in reference to my analysis of the annual progress reports for FY 2023/2024:

i. 1st Quarter Report for FY 2023/2024 (no REF No.) submitted by Tororo DLG CAO on 25th/Oct/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 8th/Nov/2023;

ii. 2nd Quarter Report for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 15th/01/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 17th/01/2024;

iii. 3rd Quarter Report for FY 2023/2024 (no. REF No.) submitted by Tororo DLG CAO on 8th/04/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/04/2024;

iv. 4th Quarter Report for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 11th/07/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on 15th/07/2024;

• The **Total Non-Wage Recurrent**

6

budget for the previous FY 2023/2024 was **UGX 102,958,000 (A)** while the amount spend on Mobilization (Software) was UGX 42,132,760 (B).

- Percentage of NWR rural water and sanitation budget allocated to mobilization = $(B/A) * 100 = (42,132,760/102,958,000) * 100 = 40.9\%$ approximated to 41%

- **This percentage is greater than the minimum of 40% as per sector guidelines**

- Also, the amount spent on stakeholder coordination activities (10,260,000); and routine monitoring and supervision of water sector activities (18,365,240)

- Thus percentage of operational costs of the DWO = $(10,260,000 + 18,365,240) / 102,958,000 * 100 = 27.8\%$

- ✎ **This percentage is below the maximum 40% of the non-wage recurrent budget for rural water and sanitation that should be allocated to operational costs**

- ✎ **and therefore, justifying a score of six (6).**

- a) Evidence that the water officer allocated and spent the NWR grant in line with the sub-programme grant & budget guidelines score 6 or else 0.
- b) Evidence that the water officer submitted quarterly reports to MoWE on the 10th day of the first month of the subsequent quarter
- From MoWE:
- Obtain a schedule for submission of the LG reports and check whether the DWO submitted quarterly progress reports in time
- Verify if the water officer submitted quarterly reports to MoWE on the 10th day of the first month of the subsequent quarter score 4 or else 0
- There was no evidence that the water officer submitted quarterly reports to MWE on the 10th day of the first month of the subsequent quarter according to the following documents:
 - i. 1st Quarter Report for FY 2023/2024 (no REF No.) submitted by Tororo DLG CAO on 25th/Oct/2023 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on **8th/Nov/2023**;
 - ii. 2nd Quarter Report for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 15th/01/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on **17th/01/2024**;
 - iii. 3rd Quarter Report for FY 2023/2024 (no. REF No.) submitted by Tororo DLG CAO on 8th/04/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on **15th/04/2024**;
 - iv. 4th Quarter Report for FY 2023/2024 (no REF. No.) submitted by Tororo DLG CAO on 11th/07/2024 to MWE Permanent Secretary (PS), received by the MWE Central Registry and MWE Rural Water Supply & Sanitation Department (RWSSD) on **15th/07/2024**;
 - As per MWE's schedule for submission of the LG reports, Tororo DWO submitted the 1st, 2nd, 3rd and 4th quarter progress reports on **25th/Oct/2023, 15th/01/2024, 8th/04/2024 and on 11th/07/2024**
 - Therefore, the DWO submitted **only 1 out of 4 quarterly progress reports in time**
 - **And thus, justifying a score of zero (0)**

Environment, Social, Health and Safety

- Evidence that the LG conducted training and sensitisation of the water and sanitation committees on the protection measures, the WSCs and communities implemented actions in water source protection plans for water sources constructed last FY, and the LG Water Office and Community Development Office trained the Water User Committee on grievance management
- From the District Water Office obtain and review
 - Water source protection plans for water sources constructed in the previous FY.
 - Training reports for the water and sanitation committees on water source protection, GRM and stakeholder engagement.
- According to the four (4) quarterly Tororo District software reports, the DWO in liaison with the CDO established and trained all WSCs for the new facilities constructed in FY 2023/2024 on their roles and responsibilities on O&M for the facilities, and on hygiene indicated in the Quarterly Software Reports.
- The following documents were sampled for review:
- Report on **Community Engagement** on Water projects for the FY 2023/2024 (REF: CD/STF/01) written by the DCDO to CAO Tororo DLG on 27th/02/2024.

and stakeholder engagement.

- Sample 5 water facilities to ascertain that water source protection measures were implemented

- From the LG Water Department, obtain and review: Water sub-programme ABPR and check whether the LG has included status of implementation of water source protection plans

Check and verify

i. Evidence that the LG conducted training and sensitization of the water and sanitation committees on the protection measures

ii. Evidence that the WSCs and communities implemented actions in water source protections plans for water sources constructed last FY.

iii. Evidence that the LG Water Office and Community Development Office have trained the Water User Committee on grievance management and stakeholder engagement

If (i) to (iii) met score 10 or else 0

- Report on **Grievance Redress Committee Training** of Water Source for FY 2023/2024 (REF. CD/STF/01) written by the DCDO to CAO Tororo DLG on 17th/04/2024.

- **Tororo DLG Water Sources and Catchment Protection Plans** for FY 2023/2024 written by DCO, SEHO, CDO-Water and DEO on 14th/9/2023. This was listed by Sn, Activities, Desired outcome, Key messages, targeted water sources, time frame, persons responsible and cost

- Tororo DLG Status of Implementation of Water Source Plan for FY 2023-2024 listed by SN, Activity description, Time Frame and Status of Implementation written by DCDO, SEHO and DEO on 28th/06/2024

- **Complaints log book for Tororo DLG** (Ministry of Agriculture, Animal Industry and Fisheries, Agriculture cluster Development project (ACDP) listed by Ref No., Date received, Mode of receipt, Name of Complainant, Description of Complaint and Action take: Example of grievance recorded in FY 2023/2024 included-TRO/022/2024 received on 28th/06/2024 referred to District by Opai Denis (CDO Magola S/C-0782787720)-failure to complete drilling of a borehole due to inaccessible road... action taken was to wait for access to dry and commence the drilling....)

- Also, there was the following documents

i. **Minutes of Kipangor C village in Merikit S/C water source meeting held on 5th/06/2024 attended by 9 members**

ii. **Minutes of Kangura C village in Molo S/C Grievance Redress Committee meeting held on 21st/02/2024 attended by 9 members**

iii. **Minutes of Sensitisation on borehole at Ngotta B village in Nabuyoga S/C Grievance Redress Committee meeting held on 22nd/03/2024 attended by 9 members.**

☞ For the eight (5) WSS facilities sampled in five (5) S/Counties, I observed/noted the following:

i. **Drilling of Nyamere deep borehole in Nyamere village, Bumanda Parish, Ojilai S/C: completed on 8th/05/2024**

- I found C/Person of WSC (Were Domisiano) and four (4) community members at the time of field visit

- Community was last trained by CDO in July 2024 on general sanitation, fencing of water facility and putting guards), general sanitation, maintaining cleanliness.

- the community received back up technical support

ii. Rehabilitation of Pusere deep borehole at Olama village, Mwenge Parish, Sere S/C

- I found one WSC member (C/Person-Obbo Benard) and the CDO Sere S/C
- According to WSC C/Person, the functional WSC comprises six (6) members including three (3) women.
- The committee was established in August 2024 before rehabilitation in September 2024 but had not yet been trained and thus, WSC members were not trained on general sanitation, maintaining cleanliness and implementation of water source protection plans.
- The borehole had been down for two (2) months before rehabilitation

iii. Drilling of Kachinga South deep borehole in Kachinga ward, Merikit T/C: commissioned on 21st/08/2024.

- I found one (1) WSC member(s) (C/Person-Makoder Martin), CDO Merikit T/C and four (4) community members
- According to WSC C/Person, the functional WSC comprising 7 members including 4 women, was trained in July 2024 and members were on fencing and general cleanliness/ sanitation, economic use of water and implementation of water source protection plans.
- WSC C/Person confirmed that they received technical support.

iv. Drilling of Arowa deep borehole in Maliri Parish, Merikit S/C: commissioned on 23rd/06/2024

- I found 1 WSC member (C/Person (Okea John) and 2 community members
- According to WSCX C/Person, the functional WSC comprising 7 members including 4 women was established and trained in July 2024.
- WSC members were trained on general sanitation, maintaining cleanliness, orderly fetching of water, fencing water source and implementation of water source protection plans.

v. Extension of Kirewa piped water system in Kirewa S/C.

a) PSP 1-Double spout Nkusi village, Katandi Parish, Kirewa S/C

- During the field visit, I found two (2) WSC members/ caretakers- Oketch Gerald and Nyafuno Irene.

- According to the caretaker, the functional WSC was established in March 2024 and trained three times in March, April and August 2024 on cleanliness, collection of water user fees, cleaning water collection containers, fencing, non-wastage of water.

- The community received back-up technical support

b) PSP 2- double spout Wikus village, Kirewa Parish, Kirewa S/C

- During the field visit, there was neither a WSC member of the scheme (caretaker of the PSP) found and thus I could not confirm training content on general sanitation, maintaining cleanliness and implementation of water source protection plans.

- Since there was no WSC/ community member, I could not confirm whether the community received back up technical support.

• Therefore, only three (3) out of five (5) WSCs I interviewed in five (5) S/Counties were trained and sensitized on the water source protection and grievance management measures in the FY 2023/2024

• and therefore, justifying a score of zero (0)

Oversight and support supervision

12

a) Evidence that the water officer has monitored 100% of public sanitation facilities and at least 25% of water supply facilities per quarter

b) Evidence that the findings from monitoring were discussed with the DWSCC and among other agenda items key issues identified from quarterly monitoring of water facilities and recommended corrective actions from monitoring were implemented.

From the district water office:

- Obtain the list of water facilities in the LG
- Obtain and review the monitoring plans previous FY
- Check the monitoring reports of each project and establish whether the water officer monitored the WSS projects and public sanitation facilities (including ESHS aspects, water quality .).

If the water officer has monitored 100% of public sanitation facilities and at least 25% of water supply facilities per quarter score 10 or else 0

- There was limited evidence that the water officer monitored 100% of public sanitation facilities and at least 25% of water supply facilities per quarter. There were the following documents provided by Tororo DWO.

- There were the following WSC training documents

i. Report on Follow up functionality of Water and Sanitation Committees under old Water Facilities in the S/Counties FY 2023/2024 written by DWO on 26th/03/2024

ii. Report on Establishment of Water and Sanitation Committees under in the FY 2023/2024 written by DWO on 30th/01/2024

iii. Report on Re-Training of Water and Sanitation Committees under in the FY 2023/2024 written by DWO on 30th/07/2024

iv. Report on Training of Water and Sanitation Committees established in the FY 2023/2024 written by DWO on 26th/06/2024

- According to Tororo DWO, by June 2024,

0

Tororo DLG had 1465 water facilities and list of sanitation facilities (not provided)

i. Monitoring Plan for Water Construction Projects FY 2023/204. This was listed by Project/ Month of the year; Construction of pipeline water grant; Dep borehole drilling new projects; Borehole rehabilitation repairs; Monitoring existing Water and sanitation facilities

ii. Report on Monitoring of Wash facilities during the 1st quarter of 2023/2024 written by Assistant Engineering Officer on 20th/9/2023. This was listed by No., S/County, Parish, Source/ Name, Village, Type and Remarks. **171 boreholes and 9 sanitary facilities were listed.**

iii. Report on Monitoring of Wash facilities during the 2nd quarter of 2023/2024 written by Assistant Engineering Officer on 25th/12/2023. This was listed by No., S/County, Parish, Source/ Name, Village, Type and Remarks. **70 boreholes and 10 sanitary facilities were listed.**

iv. Report on Monitoring of Wash facilities during the 3rd quarter of 2023/2024 written by Assistant Engineering Officer on 22nd/03/2024. This was listed by No., S/County, Parish, Source/ Name, Village, Type and Remarks. **70 boreholes, 9 protected springs and 6 shallow wells were listed.**

v. Report on Monitoring of Wash facilities during the 4th quarter of 2023/2024 written by Assistant Engineering Officer on 28th/06/2024. This was listed by No., S/County, Parish, Source/ Name, Village, Type and Remarks. **72 boreholes, 11 production wells and 9 piped water systems were listed.**

- Overall, from my analysis of all the provided reports of water facilities for FY 2023/2024, I conclude that 418 (B) out of the total 1465 (A) total WSS facilities in Tororo DLG were 'monitored' by the DWO. Also a total of **19 sanitary facilities were monitored**

- And thus the estimated percentage of water facilities planned for and monitored annually was $(B/A)*100=(418 /1465)*100 = 28.5\%$ **equivalent to 29% that was more than 25% of the WSS facilities monitored quarterly**

- However, **from the monitoring plan, the number of WSS facilities that were planned for monitoring was not indicated.**

- Also, from all the monitoring reports, **key aspects/ issues of environment and social safeguards and water quality were not included/ covered.**

- a) Evidence that the water officer has monitored 100% of public sanitation facilities and at least 25% of water supply facilities per quarter
- b) Evidence that the findings from monitoring were discussed with the DWSCC and among other agenda items key issues identified from quarterly monitoring of water facilities and recommended corrective actions from monitoring were implemented.

From the DWO, obtain the DWSCC minutes, DWO progress reports and AWP and check whether key issues discussed in DWSCC were from the quarterly monitoring exercises.

Check whether remedial actions were incorporated in the AWP.

If the findings from monitoring were discussed with the DWSCC and among other agenda items key issues identified from quarterly monitoring of water facilities and recommended corrective actions from monitoring were implemented.

• As per the document titled “ANNUAL WORKPLAN AND BUDGET for FY 2023/2024 (no REF. No.)” submitted by CAO on 25th/07/2023 to MWE PS, received by MWE Central Registry and approved by MWE RWSSD on 25th/07/2023 and in reference to my analysis of the four (4) quarterly DWSCC meetings for FY 2023/2024, there was evidence that the findings from monitoring were discussed with the DWSCC and among other agenda items key issues identified from quarterly monitoring of water facilities and recommended corrective actions from monitoring were implemented:

- i. Minutes of the Tororo DLG 1st Quarter District Water and Sanitation Coordination Committee Meeting held on 29th/09/2023 (venue not indicated) attended by eight (8) members: Especially under agenda item 5- “Presentation by the DWO”, 6- “Discussions/Reactions”
- ii. Minutes of the Tororo DLG 2nd Quarter District Water and Sanitation Coordination Committee Meeting held on 13th/12/2023 (venue not indicated) attended by nine (9) members: Especially under agenda item 5- “Presentation by the DWO”, 6- “Discussions/Reactions”
- iii. Minutes of the Tororo DLG 3rd Quarter District Water and Sanitation Coordination Committee Meeting held on 15th/02/2024 (venue not indicated) attended by ten (10) members: Especially under agenda item 5- “Presentation by the DWO”, 6- “Discussions/Reactions”
- iv. Minutes of the Tororo DLG 4th Quarter District Water and Sanitation Coordination Committee Meeting held on 30th/05/2024 at Amagoro Court Hall attended by twelve (12) members: Especially under agenda item - “Presentations”, “Discussions, Recommendations and Way forward”

• **Key Issue identified and discussed included but not limited to the following:**

i. ...some water sources with non-functional water user committees and this affect operationalisation and maintenance of the affected sources.... (Min 5/11/4/2024).

ii. ...there is poor sanitary conditions generally at local eating places across the district including the Municipality. This has been observed during water quality monitoring. The safe water chain is broken by poor sanitation at these places... (Minute 6: Discussions

and recommendations).

- therefore, justifying a score of ten (10)**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Quality				
1	Evidence that the Local Government has in the previous FY trained all micro-scale irrigation beneficiary farmers on good field management practices, and the farmers are implementing these practices	From the SAE, obtain and review the list of farmers that benefited from micro-scale irrigation funds in the previous FY Sample at least 5 beneficiary farmers. Visit the Sampled farmers to establish, if they are implementing at least four (4) of the following practices: Trenching Mulching weeding, manuring, thinning, spacing, soil and water conservation If the farmer practices at least any four of the above practices score 10 else 0	There was Evidence that the Local Government has in the previous FY trained all micro-scale irrigation beneficiary farmers on good field management practices, and the farmers are implementing these practices. The senior Agricultural Officer, Mr. Othieno John Obbo availed a list of farmers installed in 2023/2024, indicating 66 installations completed and 34 other installations completed earlier. Additionally, reports from lower local governments were availed with the following details; 1. Report on training of UglIFT farmers on good filed management practices (trenching, spacing, weeding, manuring) in Pajwenda Town Council, dated 20th October 2023, prepared by Mr. Ochola Patrick, the Assistant Agricultural Officer Mulanda S/C. Here 20 farmers were reported to have been trained. 2. Report on training of farmers on vegetable garden planning and preparation for effective soil and water conservation by Anayango Villas, the Agricultural officer of Rubongi subcounty, dated 29th March 2024 during which 14 farmers were trained. 3. Report on training of farmers in trenching, mulching, weeding, spacing and soil and water conservation dated 8th May 2024, prepared by Agero Judith the Agricultural Officer for Mukuju S/C Further still, the following five farmers were sampled and visited for verification; 1. Omunyin steven in Malaba Town council, with 1 acre under coffee intercropped with bananas and ½ acre under pasture, was found to be practicing good field management practices for example the crops were properly spaced, mulched, manured and weed free. 2. Onumu Paul of Mwello subcounty growing egg-plant and coffee intercropped with bananas, was found to be manuring, crops well-spaced, water harvesting in the field, the field was found to be free from weeds. 3. Onapa Erukan of Nambogo in iyolwa T/C growing local vegetable species with bunds for soil erosion management, manure application, proper weeding and	10

the crops being closely spaced was providing cover to the soil to conserve water.

4. Opoya Vincent in Mukuju central growing bananas and vegetables. Mulching, ridging, proper spacing and weed management implemented.
5. Opio Clement Ojambo of Rubongi S/C growing vegetables in 2.5 acres with proper spacing, manure application, weed management and mulching.

Access

2	Evidence that the LG has achieved MSI MAAIF installation targets in the previous FY.	From MAAIF obtain the installation targets for the LG. From the MIS and SAE, obtain the list of completed installations in the previous FY and compare with the target. If the LG has achieved MSI MAAIF installation targets in the previous FY. Score 8 or else 0	The Senior Agricultural Officer, Mr. Othieno John Obbo availed a list of farmers installed in 2023/2024, indicating 66 installations completed compared to the MAAIF target of 38 for Tororo District. Therefore, the DLG surpassed the target for the previous FY.	8
3	Evidence that the LG has realized an Increase in acreage of land under irrigated agriculture between the previous FY and the previous FY but one	From the MIS and SAE, obtain and review data on irrigated land for the last two FYs. Calculate the percentage increase for micro-scale irrigation grant beneficiaries If increase in micro-scale irrigation grant beneficiaries by 20% score 4 or else 0	According to a document titled "Irrigation Infrastructure in Tororo District as at 5th November 2024", prepared by the SAE, Eng. Okoth Joseph Michael, the acreage under microscale irrigation program beneficiaries increased to 146 acres in 2023/2024 from 33.5 acres in FY 2022/2023 translating into a percentage increase of $[(146-33.5)/33.5] * 100 = 335.8\%$.	4

3	2	Evidence that the LG has realized an Increase in acreage of land under irrigated agriculture between the previous FY and the previous FY but one	From the MIS and SAE, obtain and review data on irrigated land for the last two FYs.	According to a document titled “Irrigation Infrastructure in Tororo District as at 5th November 2024”, prepared by the SAE, Eng. Okoth Joseph Michael indicating that the acreage for the non-beneficiaries of the microscale irrigation program increased to 32 acres from 19.5 acres in 2022/2023 translating to [(32-19.5)/19.5] *100=64.5% . Some of the non-beneficiary schemes include the 10-acre Kisote Small scale irrigation scheme in Mwello S/C constructed by MWE, 12.5 acres Nexus green project in Iyolwa, <i>interalia</i> .
			Calculate the percentage increase for micro-scale irrigation grant non-beneficiaries.	
			If increase in non-Micro-scale irrigation grant beneficiaries by 10% score 2 or else 0.	
4	6	Evidence that the LG has established and run Farmer Field Schools (FFS) as per the guidelines: • Eligible number of participants (20 -30 farmers) • Farmers in a radius of 15km of the FFS. • Inclusion of male, female, and youth farmers.	From the DPO, obtain and review reports on FFS to determine whether they are established and run as per the guidelines. Sample farmer field schools to verify that they comply with the guidelines: i. Eligible number of participants (20 -30 farmers) ii. Not more than 15km from the FFS. iii. Inclusion of male, female, and youth farmers. If all above complied with score 6 or else 0.	The DPO, Mr. Okware Patrick, availed an activity implementation status report for establishment of farmer field schools, dated 15th July 2024. In the report, it was indicated that the district local government facilitated formation and operationalization of farmer field schools in 17 LLGs of Kwapa T/C, Pajwenda T/C, Kisoko S/C, Siwa among others. FFS in Siwa was sampled and found to be comprised of 26 members including youths (9M and 17F) hosted by Awori Teddy in Pobona village with all members within less than 15km radius. Koi A horticulture FFS in Mukuju S/c hosted by Amoiti Lydia Ochepe, comprising 15members (5M, 10F) including 10 youth (6F and 4M) all within a radius of less than 15km. Pajwenda T/C, a FFS was formed hosted by Ofwono John of Iyoryang cell having 30 members(19F and 11M) including youths, all within a radius of less than 15km. Therefore, there was evidence that the LG has established and run Farmer Field Schools (FFS) as per the guidelines

Efficiency

Evidence that farmers who received and are currently utilizing MSI facilities have registered an increase in crop yield between the previous FY but one and the previous FY

- From the DPO, obtain the list of beneficiary micro-scale beneficiary farmers.

- Sample and visit 5 farmers and check their records for the last two FYs to determine the percentage increase in yield

If the farmers who received and are currently utilizing MSI facilities have registered an increase in crop yield between the previous FY but one and the previous FY by 10% score 10 or else 0

The following farmers were sampled from the list of beneficiaries and visited to establish an increase in crop yield upon utilization of microscale irrigation equipment.

1. Omunyin Steven in Malaba Town council, with 1 acre under coffee. The coffee is still young hence no yield; no record for the pasture. However estimates for bananas and cabbage are 32 bunches 966 heads respectively.
2. Onumu Paul of Mwello subcounty growing egg-plant and coffee intercropped. No record and the coffee are still young
3. Onapa Erukan of Nambogo in Iyolwa T/C growing local vegetable species. No record but estimates that the harvest is now 3 times the original.
4. Opoya Vincent in Mukuju central growing bananas and vegetables. No records and the crops are still young.
5. Opio Clement Ojambo of Rubongi S/C growing vegetables. No records but estimates about 3-4fold increase.

Therefore, since some crops were not yet harvested and given the farmers did not avail records, it was not possible to establish the extent of yield increase. However, the farmers generally testified that there was increase in their outputs especially for the short term horticultural crops.

Human Resource Management

Evidence that the SAE has provided technical support and mentoring to extension workers in the LLG in MSI component

- From SAE obtain and review the supervision and mentoring reports

- Interview extension workers in a sample of 5 LLGs to verify the support provided

If SAE has provided technical support and mentoring to extension workers in the LLG in MSI component score 10 or else 0.

The following reports were availed for review;

1. UglIFT mentoring and technical support report, dated 20th December 2023, prepared by the Senior Agricultural Engineer, Eng. Okoth Joseph Michael indicating that the LLG extension workers were supported in awareness creation and collaboration with financial institutions.
2. A similar report dated 20th March 2024, indicated that the SAE supported LLGs to carryout farm visits whereby 106 farmers were successfully visited across the district.

Additionally, the district facilitated LLG extension staff to undertake training on FFS methodology at the National Farmers' Leadership Institute in Kampiringisa, Mpigi district, as confirmed by the following extensions staff (upon interview) ad DPO's report dated 15th July 2024;

1. Agero Judith, Agricultural Officer, Mukuju S/C-0772885436
2. Bukongor Isaac, Assistant Agricultural officer (AAO), Magodesi and Molo-0777709902
3. Nyaburu Florence, AAO-Kwapa S/C-0784453830
4. Owino Zakayo, AAO, Paya S/C-0780983081
5. Omitta Abemeric, AAO Siwa S/C-0773521946

Therefore, **there was evidence** that the SAE has provided technical support and mentoring to extension workers in the LLG in MSI component

Management of Financial Resources

Evidence that the LG has appropriately allocated the micro-scale irrigation grant between capital development and complementary services, the development component of MSI grant has been used on eligible activities (procurement and installation irrigation equipment including accompanying supplier manuals and training, and budget allocations have been made towards complementary services in line with the sub-programme guidelines

From the planner's office obtain and review: The budget performance report and AWP to establish whether the micro-scale irrigation grant has been used as per guidelines.

Verify if:

i. The LG has appropriately allocated the micro-scale irrigation grant between capital development (micro-scale irrigation equipment (75%) and complementary services (25%)

ii. The development component of MSI grant has been used on eligible activities (procurement and installation irrigation equipment including accompanying supplier manuals and training

iii. The budget allocations have been made towards complementary services in line with the sub-programme guidelines i.e. maximum 25% for enhancing LG capacity to support integrated agriculture and minimum of 75% for enhancing farmer capacity for uptake of MSI

If (i) to (iii) met score 10 or else 0

According to the budget performance report,

1. The district was allocated UGX2,167,500,000 for Micro-scale Irrigation program. of this, UGX1,734,000,000(80%) was spent on capital development (installation of microscale irrigation equipment) and UGX433,500,000 allocated to Complementary services.
2. The UGX1,734,000 was entirely used for installation of microscale irrigation equipment for the farmers
3. Out of the UGX433,500,000 for complementary services, UGX325,125,000 (75%) was spent on enhancing farmer capacity for uptake of MSI and UGX108,375,000 (25%) was spent on enhancing LG capacity to support irrigated agriculture.

Therefore, **there was evidence** that the LG has appropriately allocated the micro-scale irrigation grant between capital development and complementary services, the development component of MSI grant has been used on eligible activities (procurement and installation irrigation equipment including accompanying supplier manuals and training, and budget allocations have been made towards complementary services in line with the sub-programme guidelines.

Evidence that the LG has ensured that farmers meet their co-funding **IN FULL** before equipment installation, the LG has utilized the farmer co-funding following MSI guidelines in the previous FY and that co-funding funds were reflected in the LG budgets for the coming FY

From the SAE obtain and review the beneficiary project file to determine the projected farmers' contribution and review the receipt to verify actual amount paid by the farmer.

From district planner obtain and review the budget performance report to verify that farmers co-funding has been allocated and utilized as per the guidelines.

Verify if:

i. Evidence that the LG has ensured that farmers meet their co-funding **IN FULL** before equipment installation

ii. Evidence that the LG has utilized the farmer co-funding following MSI guidelines (to scale-up acquisitions of MSI equipment of other new farmers) in the previous FY

iii. Evidence that co-funding funds were reflected in the LG budgets for the coming FY

If (i) to (iii) met score 10 or else 0

1. The SAO, Mr. Othieno John Obbo availed a list of beneficiary farmers and the following files were sampled to verify if they had paid their co-funding in full before installation of the equipment Opio Ojambo Clement had fully paid UGX4,922,815 in March 2024 ahead of installation in April 2024.
2. According to the Budget Performance report for FY 2023/2024, the district had received a total of UGX578,000,000 and spent all of it on installation of irrigation equipment
3. According to the approved workplan and budget for the district for FY 2024/2025, a total projection of UGX544,998,000 was reflected as co-funding under micro-scale irrigation program.

Therefore, **there was evidence** that the LG has ensured that farmers meet their co-funding **IN FULL** before equipment installation, the LG has utilized the farmer co-funding following MSI guidelines in the previous FY and that co-funding funds were reflected in the LG budgets for the coming FY.

Environment, Social, Health and Safety

Evidence that the LG has monitored environment irrigation impacts quarterly e.g. efficiency of system in terms of water conservation, use of agro-chemical waste containers among the beneficiary farmers

From the Natural Resource department/ Environment officer, obtain and review environment monitoring and compliance reports to determine whether the SAE ensured that farmers conduct:

- a) Proper water conservation; and
- b) Proper agrochemicals and management of resultant chemical waste containers.

Sample and visit 5 farmers and verify that farmers practice proper water conservation and agro-chemicals management as well as management of resultant chemical waste containers.

If the LG has monitored environment irrigation impacts quarterly e.g. efficiency of system in terms of water conservation, use of agro-chemical waste containers among the beneficiary farmers score 5 or else 0

- There was evidence that the LG has monitored environment irrigation impacts quarterly e.g. efficiency of system in terms of water conservation, use of agro-chemical waste containers among the beneficiary farmers.
-
- The district Environment Officer, Ms. Aol Mary Everlyne availed a document titled Environment and Social Inspection of Microscale Irrigation Projects for the months of April, May, June 2024, indicating that the DLG conducted Environment and social monitoring by the Eng. Okoth Michael Joseph the Senior Agricultural Engineer, Mr. Oguti Vincent the DCDO together with the Environment Officer. Among the farmers inspected were; Ofwono John in Iyoryang ward Pajwenda T/C, Asaya Peter Anfreu in Katerema C in Osia S/C among others. their finding was that the farmers were generally compliant with the environmental and social safety guidelines.

The five sampled beneficiary farmers in Malaba T/C, Mwello S/C, Mukuju S/C, Rubongi and Iyolwa were found to be practicing proper water conservation and proper agrochemicals management for example the farmer in Malaba had a designated area for disposal of chemical containers before being collected by scrap dealers.

Evidence that the LG has established a mechanism of addressing micro-scale irrigation grievances : micro-scale irrigation grievances have been reported in line in line with the LG grievance redress framework, recorded, investigated and responded to

From the Designated Grievance Redress Officer obtain and review the Log of grievances and check whether grievances were recorded, investigated and responded

If the LG has established a mechanism of addressing micro-scale irrigation grievances : micro-scale irrigation grievances have been reported in line in line with the LG grievance redress framework, recorded, investigated and responded to, score 5 or else 0

The DCDO, availed grievance log-book for review.

According to the grievance log-book, 6 grievances were reported, investigated and responded to as per the following examples;

1. on 7th March 2024, Okoth Charles, a beneficiary farmer from Nagongera T/C reported to the T/C CDO that his pump was faulty. Accordingly, the supplier team was instructed by the SAE to repair the pump and on 12/03/2024, this was effected.
2. On 22nd May 2024, Laban Mawangwe, a beneficiary farmer from Ojilai S/C reported to the CDO's office that his solar was week and could not pump water to the tank. Accordingly, the farmer was advised to ad more solar pannels, and by 29/6/2024, this had been resolved.
3. On 15th May, 2024, Auyo Constance Max, a beneficiary farmer from Soni S/C complained to the subcounty CDO about delay to install equipment for her. Accordingly, she was advised that procurement process was underway and on 11/6/2024 installation started and was completed.

Basing on the above examples, it can be concluded that **there was evidence** that the LG has established a mechanism of addressing micro-scale irrigation grievances : micro-scale irrigation grievances have been reported in line in line with the LG grievance redress framework, recorded, investigated and responded to.

Oversight and support supervision

Evidence that the LG has monitored on a quarterly basis all installed MSI equipment (key areas to include: functionality of the equipment, adherence to ESHS, adequacy of water source, efficiency of MSI in terms of water conservation)

- From SAE obtain and review the quarterly monitoring reports for the previous FY to establish the number of MSI equipment that were monitored

- Sample and visit 5 farmers and verify what is in the reports.

If the LG has monitored on a quarterly basis all installed MSI equipment (key areas to include: functionality of the equipment, adherence to ESHS, adequacy of water source, efficiency of MSI in terms of water conservation) score 10 or else score 0

There **was evidence** of Quarterly monitoring of Irrigation equipment. The SAO, Mr. Othieno John Obbo availed the following quarterly reports;

1. Quarter one report dated 30th September 2024, indicating 50 awareness sessions conducted at sub-county level and 200 farm visits conducted.
2. Quarter 2 report dated 29th December 2023 indicating 17 installations in that quarter alone and 19 new EOIs were recorded and during the same period, there were no operational funds to conduct farm visits. During this quarter, the irrigator system for Tororo district was reported to have experienced a breakdown.
3. Quarter 3 report dated 30th March 2024 during which 60 farm visits were reportedly conducted.
4. Quarter four report dated 30th June 2024, in which it was reported that 42 awareness events were carried out in the per lower local government and over 150 farm visits conducted.

In addition, a document titled "Tororo District UglIFT 2023-2024 farmers' functionality report" stated that all the 66 installations were functional. Upon verification with the five sampled farmers from **Malaba (Omuniy Stephen), Iyolwa (Onapa Erukana), Mwello (Onumu Paul), Mukuju (Opoya Vincent) and Rubongi (Clement Opio Ojambo)**, their status was confirmed to be consistent with what was indicated in the report.

Evidence that the LG collects information quarterly on newly irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer expression of interest, the LG has entered up to-date LLG information into the MIS, the LG has prepared quarterly reports using information compiled from LGs in the MIS, and the information in the MIS on the status of installation matches with the physical reports and data on the ground.

If (i) to (iv) met score 10 or else 0

- From the MIS and SAE obtain and review quarterly supervision and monitoring reports to determine whether they are compiled and cover LLG irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer expression of interest

- From the MIS report determine whether up to-date LLG performance information is submitted

The SAO, Mr. Othieno John Obbo availed the following quarterly reports;

1. Quarter one report dated 30th September 2024, indicating 50 awareness sessions conducted at sub-county level and 200 farm visits conducted throughout the district.
2. Quarter 2 report dated 29th December 2023 indicating that 17 installations were made in that quarter alone and are functional, and 19 new EOIs were recorded and during the same period, there were no operational funds to conduct farm visits. During this quarter, the irrigator system for Tororo district was reported to have experienced a breakdown.
3. Quarter 3 report dated 30th March 2024 during which 60 farm visits were reportedly conducted.
4. Quarter four report dated 30th June 2024, in which it was reported that 42 awareness events were carried out in the per lower local government and over 150 farm visits conducted.

Check and verify if i. Evidence that the LG collects information quarterly on newly irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer expression of interest. ii. Evidence that the LG has entered up to-date LLG information into the MIS iii. Evidence that the LG has prepared quarterly reports using information compiled from LGs in the MIS iv. Evidence that the information in the MIS on the status of installation matches with the physical reports and data on the ground. If (i) to (iv) met score 10 or else 0	However, all the quarterly reports fell short of information on newly irrigated land in the district. Therefore, there was no evidence that the LG collects information quarterly on newly irrigated land, functionality of irrigation equipment installed, provision of complementary services and farmer expression of interest, the LG has entered up to-date LLG information into the MIS.
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No.	Summary of requirements	Definition of compliance	Compliance justification	Score
Quality				
1	Evidence that the Production Department has trained and met MAAIF farmer and farmer's institutional training targets for the previous FY	From MAAIF obtain and review: (i) the LG targets for the farmer and farmers institution training for the previous FY; and (ii) quarterly agriculture extension grant report to establish the number and nature of farmer and farmer's institutional capacity building conducted. From the DPO obtain and review: the training needs assessment report, training schedule, and quarterly reports for the previous FYs to verify that the LG: • Conducted capacity needs assessment of farmers • Delivered training to a set number of farmers • Availled knowledge products to farmers e.g. brochures, informative videos, flyers, manuals. From the sampled farmers' institutions (farmer field schools) ascertain that they were trained by: • Interviewing the farmers on whether the training was conducted and the training content • Reviewing the	The production department has trained and met MAAIF farmers and farmers' institutional training targets for the FY 2023/24 The Ministry of Agriculture, Animal Industry and Fisheries (MAAIF) has set comprehensive training targets for farmers and farmer institutions as a key component of its agricultural development strategy, focusing on Farmer Education and Training. The production department aligns with MAAIF's objectives and assigns annual targets to each extension worker. For example, in the livestock sector, each extension worker was tasked with 12 group targets. The goals for training and farm visits include: conducting training for 120 farmer groups, educating 1200 farmers, achieving 96 field visits, and reaching out to 960 households. Tororo DLG submitted all quarterly agriculture extension grant reports for FY 2022/2023 and FY2023/2024. The reports included data on the training sessions from the "farmer and farmers' institutions" across 40 LLGs. , While there was no single consolidated report for farmer needs assessment, extension workers carried out such assessments, as documented in their quarterly reports. For instance, Agero Judith, responsible for Mukuju S/C, Akadoti S/C, and Apetai S/C, had evidence of needs assessment reports. She identified three primary needs for farmers in her sub-counties: poor soil fertility, widespread crop pests and diseases, and the poor quality of seeds. In preparing training sessions, extension workers utilized resources such as technical manuals, charts, and videos stored on bookshelves in the DPO's office. Examples include the "Groundnut Seed Production Manual for Uganda," the "Training Manual: Improved Poultry Keeping" by Danida's Agricultural Sector Programme Support, and the "Enterprise Development and Promotion - Farmers' Group Guide" by NAADS, among others. Evidence indicated that each extension worker had a training schedule and submitted quarterly training reports. For instance, Emoit Anthony, Assistant Fisheries Officer, delivered his report for Kayoro subcounty to the DPO on July 2, 2023. Agero Judith, Agriculture Officer, submitted her Q3 report for Mukuju sub-county on January 10, 2024, and Awino Doreen submitted her Q4 report for Katajula subcounty on July 11, 2024. In her report, she outlined the training's key priorities, including enterprise selection, management, and community-based facilities. She recorded 15 training sessions	5

knowledge products shared	across 4 parishes with 256 farmers participating, 91 of whom were women. Doreen provided an attendance sheet for the trained farmers, photographs, and disaggregated data on the farmers' ages. In addition to Katajula, she was also responsible for two more subcounties: Nagongera and Sere.
• Reviewing the visitors book to confirm the extension worker's visit.	
If the Production Department has trained and met MAAIF farmer and farmer's institutional training targets for the previous FY score 5 or else 0	During our verification visit to Mukuju, we noted that Judith had carried out a needs assessment. The farmers reported that they are dealing with sandy and infertile soil, critical issues with crop pests and diseases, and the poor quality of seeds, all of which are impeding their ability to achieve high yields. Judith has also provided training to the farmers on new technologies to enhance their farming solutions. In Mukuju sub-county, we met Amoit Lydia (078968447), a host farmer in the farmer field schools specializing in horticulture and bananas. She expressed gratitude for the training and visits from extension workers, which inspired her to cultivate new crops like bananas and Sukuma wiki, something she had never considered before. Through selling vegetables, she earns money that supports her livelihood. She implemented fertility improvement techniques in her banana garden and was delighted with the healthy growth of her bananas. Her demo-site visit records show that numerous farmers from other parts of the district and beyond frequently visit her demonstration farms. In Malaba Town Council, we visited a distinguished farmer, Omunyini Stephen, along with three other farmers: Toto Eseza, Raphael, and Adeke Rose, who regularly visit and learn from the demonstration farm. Omunyini manages a mixed farm comprising livestock, pasture, and coffee on approximately two acres of land. The farmers collectively expressed their gratitude for the consistent training and extension services provided by the extension workers, Mr. Obbo Moses and Otabong John. For instance, the field visitors' book records that Mr. Obbo visited the farm on July 5, 2024, offering guidance on preparing holes for coffee planting, while John attended to animal treatment. Therefore, the production department met MAAIF farmers and farmers' institutional training targets-score(5)

Evidence the LG has increased the Percentage of farmers reached and supported by the extension workers between the previous FY and the previous FY.

From MAAIF obtain the quarterly Agriculture extension grant reports submitted by LGs.

From DPO, Obtain and review quarterly reports of the previous FY to establish the number of farmers reached and supported by extension officers in the following areas:

- Enterprise selection,
- Value chain production,
- Harnessing post-harvest handling,
- Market linkages, processing and value addition,
- Pest and disease surveillance

Calculate the percentage increase between the previous FY but one and the previous FY.

If the LG has increased the Percentage of farmers reached and supported by the extension workers between the previous FY and the previous FY but one score 5 or else 0.

Tororo DLG increased the percentage of farmers reached and supported by the extension workers between FY 2022/2023 and FY 2023/2023.

The number of farmers who were reached through training and supported through agricultural advisory services (33 extension workers) increased from 10,667 in FY-2022/2023 (Annual report FY-2022/2023, page-25) to 19,399 in FY 2023/2024 (as recorded in the Q4 reports). Hence, the extra 8,732 farmers in FY 2023/2024 represents an 81.9% increase. The number of farmers reached and supported in different sectors were as follows; crop (13,235), livestock (5,355), and fisheries(809).

Key areas of enhancement were:

1. Enterprise selection, especially within the Parish Development Model (PDM), is a critical pre-qualification requirement. The district has chosen community-based facilitators to assist farmers in acquiring fundamental skills such as spraying animals, pruning crops, and vaccinating to manage pests and diseases.
2. Harnessing Post-Harvesting and Handling (2185); these included different types of silos(locally made, plastic bags, super grain bags)
3. Apiculture and management methods(22)
4. Livestock technologies/inputs equipment(57)
5. Pest and disease surveillance: routine disease surveillance (1940) and case attendance(135).
6. In the entire district, 88,990 households primarily rely on cassava cultivation. With the new technologies and value-addition strategies, cassava production increased from 7.89 tons in the fiscal year 2022/23 to 10.89 tons in 2023/24. Additionally, the efficiency of production has significantly improved; for instance, in the fiscal year 2023/24, 20,758 soybean farmers were able to produce the same yield of 11.5 tons that required 28,758 farmers in the previous year.
7. Value chain enhancement: Farmers' groups have acquired production facilities such as rice and maize mills that add value to their raw products, allowing them to sell at higher prices. During peak production seasons, they withhold their products from the market and sell them in seasons with higher prices to gain a bonus on their harvests.
8. The LG through NGO such as Enterprise Uganda has established Market linkages have connected farmers' groups, which enhance the value of their produce, to lucrative markets in urban areas and neighboring countries such as Kenya, Tanzania, and Sudan.

Evidence that LG collects and submits agricultural data and statistics on acreage and production, and submits reports to MAAIF using tools

i. Daily Capture fisheries/aquaculture

ii. Monthly livestock

iii. Crop Seasons

iv. Entomology reports

From DPO obtain and review the following reports

a) Capture fisheries/aquaculture

b) Monthly livestock

c) Crop Seasons

d) Entomology repots

Verify if this data is collected and submitted to MAAIF (evidence of stamped copy).

Score 5 if any of the above reports are compiled and submitted or else 0.

Tororo Local Government gathered data predominantly in the livestock and crops sectors and submitted consolidated quarterly reports to MAAIF. These were received on February 2, 2024, for Q1 and Q2; May 9, 2024, Q3; and August 14, 2024, Q4 respectively. The Q4 report provided details on the trypanosomiasis study conducted from April to June 2024, with findings summarized in the report dated June 28, 2024, covering the entire district. The trypanosomiasis involved stakeholders including livestock farmers, lab technicians, veterinary extension workers, and CAO, DPO, and DVO. Of the 2092 cattle sampled, 110(5.3%) were diagnosed with positive trypanosomiasis, and the Mella sub-county was the most affected. There was a recommendation for more vigilance, sensitization meetings, and demonstrations in highly prevalent and sensitive areas notably; Mella subcounty, Nagongera subcounty, and Nagongera town council

Evidence that the LG has conducted surveillance on pest and disease occurrence and taken corrective actions based on findings from the surveillance

From DPO obtain and review the quarterly performance report to determine whether the respective units within the department conducted pests, vector and disease surveillance in the previous FY.

From the clerk to council obtain and review council minutes to verify whether reports on pests, vector and disease were presented to the relevant committee of the Council and the actions taken by council on the reports of surveillance to reduce and control pests, vectors and diseases

If the LG has conducted surveillance on pest and disease occurrence and taken corrective actions based on findings from the surveillance score 5 or else 0

Tororo DLG conducted surveillance on pest and disease occurrence and took corrective actions based on findings from the surveillance.

In addition to surveillance using the Electron Market Access and Information(EMAI app), the livestock sector conducted a trypanosomiasis study. The Q4 report provided details on the trypanosomiasis study conducted from April to June 2024, with findings summarized in the report dated June 28, 2024, covering the entire district. It was noted that the Mella sub-county, Nagongera sub-county, and Nagongera town council were the most affected areas, and recommended for more vigilance and sensitization meetings.

In the council meeting dated May 2, 2024, under MIN31/TDLG?PRO/2023/24, it was recommended that Nagona and tick bone diseases can be reduced by spraying the cattle and other livestock animals. According to the Q4 report, in all sub-counties, livestock were treated by dipping/spraying, deworming, and vaccinated for fowl fox and Gumboro. Other than FY 2022/2023, where foot and mouth disease was reported and the CAO notified (Lyolwa S/C and Magola S/C), there was no outbreak in FY2023/2024.

Access

Evidence that LG has functional results demonstration and trial sites, has conducted farmer training at each of these sites, and farmers have utilized these sites for learning purposes in previous FY score 6 or else 0

From the DPO, obtain and review the inventory of 'Results demonstration' and trial sites.

From the list obtained, sample at least 2 demonstration sites to ascertain whether

- The demonstration site is functional and in good condition.
- Farmer visits took place by reviewing the visitors' book
- Attendance sheets to verify participation in the training

If the LG has functional results demonstration and trial sites, has conducted farmer training at each of these sites, and farmers have utilized these sites for learning purposes in previous FY score 6 or else 0

The inventory has 8 demonstration sites across the district. They include Mukuju (vegetable and banana), Malala (Livestock/crop), Molo(horticulture), Kwapa(horticulture), Mwello (Horticulture), Siwa (Horticulture), Nabuyaga (Horticulture) and Kisoko (Horticulture). We sampled two sites; Mukuju and Malaba for investigation.

Malaba demo site, with mixed farming (cows, goats, coffee, banana, and pasture) is hosted by Omanyini Stephen (0702941000). The farmland size is about two acres with 20 goats, 2 cows, 60 chickens and turkeys, pasture, coffee, and banana. The visitors' book showed that several farmers from the district and beyond visited his farmer for learning purposes. For example, there was a team from the Teso region that visited the farm on July 19, 2023. The farm was active and functioning, with extension workers; Mr. Obbo Moses (Agricultural Office) and Otabongo John (Assistant Animal Husbandry Officer) regularly visiting the farm; the farmer acknowledged and appreciated their extension services to the farm.

By the time of the visit, a tsetse fly trap had been placed on his farm. Moses advised about good agronomic practices, e.g., how to plant bananas and coffee and control pests and diseases while John offered advice about animal treatment and control. We met with Eseza(07866455281) and Adeke Rose(0772 368781) who confirmed attending training sessions at Stephen's farm, and they are applying the knowledge on their small farms.

In Mukuju, we visited a demo site hosted by Amoiti Lydia with horticulture (vegetables and bananas). On the farm, she showed us the technology for improving soil fertility, which she acknowledged has improved the health of banana plants. The LG has supported him with an irrigation scheme and appreciated that this has helped to grow vegetables in dry seasons. She acknowledged the extension service by Agero Judith. She confirmed several farmers visited her farm to learn how to grow vegetables.

We met other farmers; Jeremiah Otiani and Alo who acknowledged visiting Lydia's farm for training. Jeremiah gained the knowledge and he is also farming horticulture on a small scale.

All the extension workers have quarterly training reports with attachments of the attendance sheets and pictures as evidence of conducting the training.

Evidence that the Production Department has collected, compiled and publicized up-to-date data and information on key players/service providers (updated one quarter before the assessment)

From the DPO, obtain and review the registry/database of the key players and service providers to verify if the database is existent and includes the service providers where farmers can obtain services. The list should among others include:

- Research organizations,
- Profile of genuine agro-dealers, agro-processors,
- Private extension service providers, and
- Agriculture finance institutions and insurance, in the LG.

From the register, verify whether it is up-to-date by reviewing new entries made in the previous FY.

Interview the sampled farmers to verify that the list was publicized.

If the Production Department has collected, compiled and publicized up-to-date data and information on key players/service providers (updated one quarter before the assessment) score 6 or else 0.

The Production Department has collected, compiled, and publicized up-to-date data and information on key players/service providers.

1. The register of service providers included 27 agro-input vet drug shops(livestock), all of which are registered by NDA, and 22 agro-input dealers(crop). Of the crop dealers, only three (3) are registered, and they include Tororo Farmers' Enterprise, ESCOB Farmer Supplies, and Aringa Farm Supplies.
2. There is a list of 34 farmer organizations and 442 farmers groups; key among which are Tororo District Farmers Association (TODIFA), Cofia Farm and Tororo District Bee Farmer Association.
3. All the two sampled farmers; Stephen and Lydia are aware of Martha El, Alex Tororo Farmers, and Alinga Enterprises whom extension workers have published to them.

The LG has a Memorandum of Understanding(MoU) with NGOs including World Vision, CALTAS Tororo, EADEN, and The Africa Fertilizer and Agri-Business Partnership Inc, but no MoU with Agri-input dealers.

Evidence that the LG organized awareness events during the previous FY such as agricultural shows, exhibitions, and farmer field days aimed at bringing farmers and other sub-programme actors together.

From the DPO, obtain and review reports on awareness events such as agricultural shows and exhibitions that bring together farmers and other sub-programme players/actors together to verify:

- Theme of the event
- When the event took place
- Where it took place
- The targeted participants
- The participants that attended
- Exhibition photographs and pictures

If the LG organized awareness events during the previous FY such as agricultural shows, exhibitions, and farmer field days aimed at bringing farmers and other sub-programme actors together score 8 or else 0.

There was no evidence that the LG organized awareness events during the previous FY2023/24 aimed at bringing farmers and other sub-program actors together.

Human Resource Management

Evidence that the LG ensured at least one extension worker was deployed in each of the LLG during the previous FY

From the PHRO, obtain and review the personnel files of extension workers to verify recruitment of extension workers

From the DPO and PHRO Obtain the staff list to verify the deployment of extension staff per LLG.

If the LG ensured at least one extension worker was deployed in each of the LLG during the previous FY score 5 or else 0

In the FY2023/2024, there are 32 extension staff who are deployed in 40 LLGs as per the staff list, deployment schedule, and posting instructions. For example, Awino Doreen (Assistant Animal Husbandry Officer) is scheduled to work in Nagongero T/C, Katajula S/C, and Sere S/C.

Evidence that the extension workers are providing extension services in the LLGs where they are deployed

Sample and visit at least two LLGs

- Review the notice board to verify the names of extension workers in the LLG

- Review the attendance book

- Review the quarterly reports submitted by the extension workers in the sampled LLG

If the extension workers are providing extension services in the LLGs where they are deployed score 5 or else 0.

The Tororo LG extension workers are providing extension services in the LLGs where they are deployed.

We sampled Malaba TC and Mukuju S/C and reviewed the attendance book, quarterly reports, and notice boards. Malaba TC has two extension staff, Obbo Moses as an Agriculture Officer (AO) and Otabongo John as an Assistant Animal Husbandry Officer (AAHO), on the noticeboard of the TC by the time of the visit. They reported to duty regularly. In addition, John holds an assignment as (Mella, Kalait, and Apokor) while Moses is assigned to Morukapite.

On the noticeboard of Mukuju S/C, there were two names of extension workers; Agero Judith as AO and Ochieng Patrick as AAHO. Judith and Patrick are also scheduled to work the Apetai and Akadoti sub-counties. The officers reported regularly to duty. All the extension workers conducted activities and wrote their activity reports. During the visit, the E-diary was not functioning and issue had been reported to MAAIF.

10	Evidence that the LG has facilitated, and equipped extension staff with basic equipment in the previous FY	From the DPO obtain the annual budget performance reports to verify that resources were allocated and utilized for buying equipment and tools for production staff. Obtain the asset register to confirm the equipment allocated to extension services From the sampled LLG, interview the extension staff to verify whether they have the basic equipment including; motorcycles, tablets/phones, tools, and extension kits. If the LG has facilitated, and equipped extension staff with basic equipment in the previous FY score 5 or else 0.	Tororo district facilitated the extension workers with basic equipment, mainly motorcycles, extension service kits, and demo kits including agrochemicals and farm inputs. For FY2023/24, Tororo district allocated UG.X 55 million for the purchase of 6 motorcycles for distribution to extension workers. The asset registers have 47 motorcycles (but 37 are functional), 3 vehicles (2 functional), and 15 functional ICT gadgets (desktop computers, printers, and laptops). We verified that extension workers in the two sampled LLGs, extension workers are satisfied and acknowledged are facilitated with basic equipment. In the Malaba TC, the LG facilitated with both the extension workers, Obbo Moses and Otabong John, with a motorcycle each. In Mukuju S/C, the LG facilitated Agero Judith and Ochieng Patrick, each had a functional motorcycle.	5
11	Evidence that LG has provided capacity building to extension workers	From the DPO, obtain and review the training needs assessment reports, training programs and training reports to verify whether the extension staff were provided with capacity building through; training programs, exchange visits, learning tours, and field visits to research centers, among others If the LG has provided capacity building to extension workers score 5 or else 0.	There was no evidence that the LG has provided capacity building to extension workers. According to DPO, they neither carried out a needs assessment nor had exchange visits for extension staff.	0

Management and functionality of amenities

Evidence that public production facilities are functional and have proper management structures

From the DPO Obtain a list of public production facilities these include but are not limited to, communal watering facilities, markets, value addition centers, fish landing sites, slaughter slabs, community bulking stores, dip tanks, cattle crushes.

Sample and visit at least one facility to establish functionality.

If the public production facilities are functional and have proper management structures score 5 or else 0

The public production facilities were functional and had proper management structures. The inventory of production facilities has 14 cattle crushes and all are functioning. The list of slaughter slabs updated on June 26, 2024, has 17 slaughter slabs and abattoirs, that are tendered.

The FY2023/24 supervision report from the DPO shows that production facilities managed by the production department are operating effectively. In contrast, those not under the department's supervision are experiencing management challenges. Of the five production facilities directly supervised by the department, two are operational and well-managed. The remaining three are non-operational due to insufficient electricity supply.

However, four out of the five production facilities under the Community Agricultural Processing Infrastructure Project (CAAP) that were directly handed over to the beneficiaries without the involvement of the production department staff are non-operational. These facilities include maize or rice mills located in Katajula S/C, Siwa S/C, Meriket TC, Kirewa, and Apokor S/C. In Siwa, the facility broke down after two years; in Katajula, the materials were stolen; and in Meriket, a land conflict arose. The issue was that these facilities were transferred to the beneficiaries during a workshop in Kampala.

We visited the Naweyo United Farmers Group, which consists of 34 members operating a rice mill. The facility is running efficiently, overseen by a management committee of nine and a procurement committee of three. The committees include roles such as a chairperson, vice-chairperson, secretary, treasurer, publicity officer, and four additional members. The farming group generates profits and bonuses from the sale of their rice.

We also toured the abattoir in Malaba, which boasted a clean, operational facility and an organized management structure. The environment of the abattoir was tidy and well-ordered.

Operation, maintenance and management of production facilities (e.g. communal watering facilities, markets, value addition centers, fish landing sites, slaughter slabs, community bulking stores, dip tanks, cattle crushes)	From the DPO obtain the evidence of training (training reports) undertaken on O&M and management of the infrastructure facilities.	The LG had provided technical support on O&M and management of the agricultural infrastructural facilities to the beneficiaries of these facilities through training
Evidence that the LG had provided technical support on O&M and management of the agricultural infrastructural facilities to the beneficiaries of these facilities through training	At the sampled facilities obtain and review the site book to ascertain supervision and support to verify if support and O&M were provided	The Naweyo United Farmers' Association received a rice mill courtesy of the Government of Uganda (GoU) in collaboration with ANVIS International. The visitor's log indicates that staff from various departments, such as extension workers and the commercial officer, make regular visits to offer operational and maintenance support to the farmers' facility.
	At the sampled facilities verify the functionality of the management structures through; reviewing the minutes of the committee, the business of the committee members, and subscriptions among others	For example, on February 7, 2024, Eng. Joseph Okoth, from Tororo DLG, visited the facility, checked faulty and referred technicians in "Wheels Motor" to repair their machines. They acknowledged the repair services by "Wheels and Motor" are cost-friendly. In the planning meeting minutes, the farming group allocates the rice bonus to cover the costs of machine maintenance, which was previously a challenge. Enterprise Uganda visits the group to provide training in effective management skills. The chairperson, who is well-educated, leads the management of the farmers' group efficiently.
	If the LG had provided technical support on O&M and management of the agricultural infrastructural facilities to the beneficiaries of these facilities through training score 5 or else 0	The management committee and farmers was trained on the grievance redress system. There was evidence, for example on July 8, 2023; and November 14, 2023, that the Grievance Redress Committee addressed the grievance of bonus lending and land allocation for rice growing successfully.

Management of Financial Resources

Evidence that the LG ensured the production department's budgets and work plan adhered to MAAIF planning and budgeting guidelines during the previous FY

From the Planner obtain the Annual work plan, budgets, and budget performance report of the previous FY to verify whether the production department budget and expenditures complied with the guidelines.

If the LG ensured the production department's budgets and work plan adhered to MAAIF planning and budgeting guidelines during the previous FY score 10 or else 0.

The Production Department developed budgets and work plans in adherence to MAAIF planning and budgeting guidelines for the utilization of PMG funds; allocating equal or more than 55% of PMG for development and equal or less than 45% for recurrent activities (page 27). In the LG AWP FY2023/2024, of the total UGX 130,424,424/=, UGX 80,723,000(61.9%) was allocated to development in line with 55% of PMG and the remaining UGX 49,701,000(38.1%) catered for non-wage recurrent, hence showing consistency with the guidelines

Environment, Social, Health and Safety

a) Evidence that the LG has put in place measures to include small holder farmers among the beneficiaries of agricultural services score 2 or else 0

From the LG Agricultural Office, obtain and review;

- LG AWP to establish that measures to include small holder farmers among the beneficiaries of agricultural services are in place

b) Evidence that the LG has implemented measures to ensure that young women and young farmers (18-35 years) are accessing services score 2 or else 0

If the LG has put in place measures to include small holder farmers among the beneficiaries of agricultural services score 2 or else 0

c) Evidence that farmer groups are trained in grievance management and stakeholder engagement score 2 or else 0

The LG has implemented measures to include smallholder farmers among the beneficiaries of agricultural services. Most of the district's farmers are smallholder farmers. During the mobilization for PDM funding, the focus is on low-income farmers. While selecting beneficiaries, the production department considers farmers who are subsistence farmers, whom community identify through village meetings. Farmers are encourage to form enterprise groups through which they can identify themselves and benefit from government funding. Despite the district advocating for the four-acre model, the department has eased the land size requirement to accommodate model farmers with less than four acres. For instance, Omunyini Stephen, a farmer in Malaba T/C, owns approximately two acres. The LG AWP FY2023/2024, included farmers in the peri-urban lower local governments , especially town councils with small land size or rented land

- a) Evidence that the LG has put in place measures to include small holder farmers among the beneficiaries of agricultural services score 2 or else 0
- b) Evidence that the LG has implemented measures to ensure that young women and young farmers (18-35 years) are accessing services score 2 or else 0
- c) Evidence that farmer groups are trained in grievance management and stakeholder engagement score 2 or else 0
- From the LG Agricultural Office, obtain and review;
 - LG AWP to establish that measures to include small holder farmers among the beneficiaries of agricultural services are in place
 - Details of beneficiaries of agricultural services to ascertain that (small holder farmers, young women and young farmers) are accessing services
- If the LG has implemented measures to ensure that young women and young farmers (18-35 years) are accessing services score 2 or else 0
- The Local Government (LG) has taken steps to ensure that services are accessible to young women and farmers aged 18-35 years.
- According to the LG Annual Work Plan (AWP) and extension activity reports by extension staff for the fiscal year 2023/2024, the department planned to reach out to 20,000 farmers with 38 extension staff using a budget of UGX 157,707,000/=, mainly under the PDM program. The PDM selection criteria allocate 30% of the beneficiaries to the youth and women. On the farmers' database, first page, 4 out of 7, are beneficiaries between the 18-35 age, The serial number 7, the beneficiary is called "Adero Odongo aged 25 from Nabuyoga parish trained in livestock production while on serial number 98-103, there 3 beneficiaries out six(6) who are within the age bracket 18-35, e.g. Osinde Kalege, aged 22 from the same parish poultry farmer. For instance, the extension staff, Awino Doreen, Q4 report for the Katajula sub-county indicated that 91 of the 256 farmers were female, among which were young women. Therefore, beneficiaries of the extension service include smallholder young women and youth.

- a) Evidence that the LG has put in place measures to include small holder farmers among the beneficiaries of agricultural services score 2 or else 0
- b) Evidence that the LG has implemented measures to ensure that young women and young farmers (18-35 years) are accessing services score 2 or else 0
- c) Evidence that farmer groups are trained in grievance management and stakeholder engagement score 2 or else 0
- From the LG Agricultural Office, obtain and review;
 - Reports to ascertain that farmer groups are trained in grievance management and stakeholder engagement
 - Reports to ascertain that farmer groups are trained in the management of agro-chemicals
- Evidence that farmer groups are trained in grievance management and stakeholder engagement score 2 or else 0
- There was evidence that farmer groups are trained in grievance management and stakeholder engagement. A report dated August 24, 2023, indicated training farmers on basic agronomic practices, pest and disease management in crops, and agrochemical handling, use, and management. For instance, during the visit to mixed farmer, Omuninyi Stephen, there was appropriate method of chemical waste disposal which cautioning the farm attendants

16	Evidence that the LG has conducted multi-stakeholder monitoring of Agricultural Extension Services.	From the Clerk to Council office, obtain and review multi-stakeholder monitoring reports for extension services and agricultural projects to ascertain that the key stakeholders including RDC, C/P LCV, CAO Secretary for Production, Production Committee, DPMO & Subject Matter Specialists (SMSs) and NGOs participated in the multi-stakeholder monitoring. If the LG has conducted multi-stakeholder monitoring of Agricultural Extension Services score 7 or else 0	Tororo LG conducted multi-stakeholder monitoring of Agricultural Extension Services. The members of the production committee jointly monitored and engaged stakeholders and made effective decisions. For example, In the work, there was a budget of 3 million shillings for supervising and monitoring veterinary services. During the study of trypanosomiasis, the CAO and DPO were involved in mobilizing the farmers and monitoring the activity. During the visit to the Mukuju sub-county and Malaba town council, there was evidence that political leaders from different offices in the district had visited the farmers. Under IN31/TDLG/PRO/2023/24, of the meeting held on May 2, 2024, the monitoring team found out that Hatchery was complete but not equipped, Nagona and tick bone diseases had reduced by spraying the animals and kwapa slaughter slab had not been commissioned.	7
17	Evidence that the DPO has supported, supervised, mentored, and provided technical to the agriculture extension workers score 7 or else 0	From DPO obtain and review the monitoring and supervision reports, and training/mentoring report to verify if DPO provided support supervision to the LLG extension workers. At the sampled LLGs obtain and review the training reports, feedback notes and recommendations from DPO to the extension staff to verify the support provided. The DPO has supported, supervised, mentored, and provided technical to the agriculture extension workers score 7 or else 0.	There was evidence that DPO supported, supervised, mentored, and provided technical support to the agriculture extension workers. The DPO guided the extension staff through departmental meetings, training, and field visits. In the demo site, we visited in Malaba T/C, we found that the DPO had visited and guided the extension workers on good farming methods. Mr. Obbo the extension worker reported that DPO guided him on how to mulch the banana plants when he placed the mulching material next to the stem of the material. Mr. Otabang John, also confirmed that the DPO guided him to always guide the farmer to fill the trough with water for animals to drink. He did not know that cows drink water even at night.	7