



## **LLG Performance Assessment**

LLG Performance Assessment

Kinoni Subcounty

(Vote Code: 237108)

**Score** 95/100 (95%)

No.	Performance Measure	Scoring Guide	Score	Justification
<b>Assessment area: A. Functionality of Parish Administrative Structures</b>				
1	<p>The LLG has ensured that there are functional PDCs/WDCs in all their respective Parishes/Wards</p> <p>Maximum score is 2</p>	<p>Evidence that the LLG has duly constituted PDCs/WDCs with composition in accordance with the PDM Guidelines, and that PDCs are fully functional as evidenced by mobilization of beneficiaries within a parish/ward, appraisal of all proposals submitted for the revolving funds during the previous FY for all parishes, score 2, else score 0.</p>	2	<p>There was evidence that KINONI Subcounty constituted PDCs with composition of 7 members for each of the 3 Parishes i.e Kasaana Parish, Macuncu Parish, and Kaitanturegye Parish in accordance with the PDM Guidelines. The PDCs are fully functional as evidenced by Mobilisation of beneficiaries within each of the four parishes. The Minutes for mobilization meetings and reports for each of the three parishes were on file together with lists of the beneficiary enterprise groups and membership as follows: Kasaana Parish (31 groups-533 members), Macuncu Parish (34 groups -430 members), and Kaitanturegye Parish (42 groups-731 members).</p> <p>All this Evidence was obtained from a file code named PDM Kinoni S/C Red in colour.</p> <p>The LLG was compliant.</p>
2	<p>LLG has ensured that all Parish Chiefs/Town Agents have collected, compiled, and analyzed data on Parish/community profiling as stipulated in the PDM Guidelines.</p> <p>Maximum score is 2</p>	<p>Evidence that all the Parishes/Wards in a LLG have compiled, updated, and analyzed data on community profiling disaggregated by village, gender, age, economic activity among others as stipulated in the PDM Guidelines, score 2 else score 0.</p>	2	<p>The Subcounty provided evidence of submission of data sheets for each of the three parishes compiled by the respective Parish Chiefs and dated as follows:</p> <p>1-Macuncu Parish – 17/02/2022 compiled by Parish Chief Kansiiime Moreen.</p> <p>2-Kasaana Parish – 14/06/2022 compiled by Parish Chief Nuwataho Merab and</p> <p>3-Kaitanturegye -14/06/2022 compiled by Parish Chief Turyahabwe Innocent.</p> <p>The data was dissaggregated by Village, gender, age groups and by economic activity.</p> <p>All these were in a file code named PDM file</p>
3	<p>The LLG provided guidance and information to the Village Executive Committees and PDCs on strategies for the development of the parish</p> <p>Maximum score is 6</p>	<p>Evidence that the LLG:</p> <p>i. Has mapped NGOs, CBOs &amp;</p>		<p>Kinoni Subcounty held a PDM awareness and sensitization meetings in each of the 3 parishes. The sensitization meetings were attended by a number of CBOs and NGOs as follows:</p> <p>Meeting in Kaitanturegye Parish was held on 29/06/2022 and was attended by Ruhuhe Child Development Center (CDC) representatives, TASO representative and USAID Representatives.</p> <p>Meeting in Macuncu Parish was held on 15/06/2022 and was attended by ACORD an NGO dealing with OVC and Water&amp; Sanitation issues.</p> <p>Meeting in Kasaana parish was attended by Ruhuhe</p>

<p>CSO operating in the LLG and involved them in raising awareness about the PDM and planning cycle: score 2, or else 0</p>	<p>2</p>	<p>CDC and TASO.</p> <p>The representatives of these CBOs and NGO participated in the meetings as evidenced in the minutes of the meetings and the report of the awareness creation. The representatives as evidenced from the minutes rallied people of Kinoni to embrace the PDM and interest themselves in planning for the development of their Parishes and subcounty at large by following up government projects, programs and funds like Road fund, UPE and USE capitation grants as well as PHC for health facilities. The attendance lists were on file as well as the mapping report.</p> <p>The LLG was compliant.</p> <p>There was Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on approved Programmes/activities to be implemented within the Parish for the current FY 2022/2023. The Subcounty Chief (SAS) wrote to all Village executive committees and PDCs on 30th June 2022 (Letter on file and was also on Notice board by the time of Assessment. The letter which was titled "List of Projects to be implemented in FY 2022/2023" clearly indicated all the three approved projects as follows:</p>
<p>Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on:</p> <p>ii. Approved Programmes/activities to be implemented within the Parish for the current FY score 2, else score 0</p>	<p>2</p>	<p>1. Grading and shaping of Nyakatokye-Building tomorrow Kabuyanda Catholic-Katimba CAR (8Kms) at a total sum of UGX 11,317,459/= to be funded by URF.</p> <p>2. Fencing of Subcounty headquarters at UGX 4,000,000/=to be funded by Locally raised revenue.</p> <p>3. Construction of OPD Block- drug store at Kinoni HC3 at UGX: 10.405,416/= to be funded by DDEG.</p> <p>The LLG was compliant.</p>
<p>Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on:</p> <p>iii. Priority enterprises that can be implemented in the parish score 2 or else 0</p>	<p>2</p>	<p>There was evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on Priority enterprises that can be implemented in the parish. The SAS communicated to all village executive committees and all PDCs on the priority enterprise in a letter titled "RE-PRIORITY ENTERPRIZES FOR KINONI SUBCOUNTY" dated 13/05/2022 which was on file. The letter indicated different priority enterprises for each of the respective three parishes of Kasaana. Macuncu and Kaitanturegye. The top priority for Kasaana parish was Diary farming while the priority for Macuncu was coffee growing while Beef was the top priority for Kaitanturegye.</p> <p>The reports on follow up on the enterprises by the agriculture extension workers such as field demos and farmer trainings were also provided as evidence for this.</p> <p>The LLG was compliant.</p>

**Assessment area: B. Planning and Budgeting**

4

The LLG conducted Annual Planning and Budgeting exercise for the current FY as per the Planning and Budgeting Guidelines

Maximum score is 6

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:

i. Is consistent with the LLG approved development plan III; score 1 or else 0

1

The Assessor accessed the LLG development plan III, The approved Budget for FY 2022/2023 and the approved AWP for FY 2022/2023 and established linkage of the 3 approved projects namely:

1. Grading and shaping of Nyakatokye-Building tomorrow Kabuyanda Catholic-Katimba CAR (8Kms) at a total sum of UGX 11,317,459/= to be funded by URF.
2. Fencing of Subcounty headquarters at UGX 4,000,000/=to be funded by Locally raised revenue.
3. Construction of OPD Block- drug store at Kinoni HC3 at UGX: 10.405,416/= to be funded by DDEG.

All these projects were on page 9 and page 68 of the LLG development plan, page 5&6 of the AWP and page 3&4 of the Approved Budget Estimates.

The LLG was compliant.

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:

ii. Incorporates ranked priorities from all its respective parish submissions which are duly signed by the Parish Chief and PDC Chairperson score 1 or else 0.

1

The LLG provided evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY 2022/2023 Incorporates ranked priorities from all its respective parish submissions which are duly signed by the Parish Chief and PDC Chairperson. The assessor established that all the 3 Parishes submitted their ranked priorities to SAS as follows: Macuncu Parish (on: 24/10/2021), Kasaana Parish (on: 08/09/2021) and Kaitanturegye Parish (on: 20/10/2021). All the three projects in the approved AWP and Budget were seen on the lists of the submissions from the Parishes which were duly endorsed by the Parish chiefs and LC2 Chairpersons (PDC Chairpersons).

The LLG was compliant.

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:

iii. Is based on the outcomes of the budget conference; score 1 or else 0

1

The LLG presented evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY 2022/23 were based on the outcomes of the budget conference. The Budget conference report dated 28/10/2021 was in place and the ranked priorities from each parish were presented and discussed in the budget conference which was held on 27/10/2021. Budget conference report had all the three projects in the approved Annual Work plan and Budget for the current FY 2022/23.

The LLG was compliant.

			<p>Analysis of Kinoni LLG Approved workplan and budget for FY 2022/2023 established inclusion of investments to be financed by the LLG. Namely 1-Fencing of Subcounty headquarters at UGX 4,000,000/=to be funded by Locally raised revenue. This is also among other projects like:</p> <p>2-Grading and shaping of Nyakatokye-Building tomorrow Kabuyanda Catholic-Katimba CAR (8Kms) at a total sum of UGX 11,317,459/= to be funded by URF, and</p> <p>3-Construction of OPD Block- drug store at Kinoni HC3 at UGX: 10.405,416/= to be funded by DDEG.</p> <p>The LLG was compliant.</p>
	iv. That the LLG budget include investments to be financed by the LLG score 1 or else 0	1	
	v. Evidence that the LLG developed project profiles for all capital investments in the AWP and Budget as per format in NDP III Score 1 or else score 0	1	<p>LLG developed project profiles for all the three capital investments in the AWP and Budget as per format in NDP III and were annexed to the budget and the annual workplan as one document.</p> <p>The LLG was compliant.</p>
	vi. That the LLG budget was submitted to the District/Municipality/City before 15th May: score 1 or else 0	1	<p>The LLG budget was submitted to the District before 15th May 2022. The assessor was provided with evidence of submission letter dated 13th May 2022 which on file. The Letter was stamped received by Chief Administrative Officer's Office and by the District Planner on 13/May/2022.</p> <p>The LLG was Compliant.</p>
5	<p>Procurement planning for the current FY: submission of request for procurement</p> <p>Maximum score is 2</p>	<p>Evidence that the LLG prepared and submitted inputs into the procurement plan for all the procurements to be done in a LLG for the current FY) to the CAO/TC by the 30th April of the previous FY, Score 2 or else score 0</p> <p>2</p>	<p>The LLG presented evidence that the LLG prepared and submitted inputs into the procurement plan for all the procurements to be done in a LLG for the current FY: 2022/23 to the CAO by the 30th April of the previous FY 2021/22. The submission letter was in place and dated 28th April 2022 stamped received by CAOs Office and Procurement and Disposal Unit on 28th April 2022.</p> <p>The LLG was compliant</p>
6	<p>Compliance of the LLG budget to DDEG investment menu for the current FY</p> <p>Maximum score is 2</p>	<p>Evidence that the investments in the approved LLG Budget for the current FY comply with the investment menu in the DDEG Grant, Budget and Implementation</p> <p>2</p>	<p>Kinoni Subcounty was allocated DDEG totaling to UGX: 13,006,770/= for the FY 2022/2023. The analysis of the approved Budget for FY 2022/23 for Kinoni Subcounty provided evidence that the investments to be funded by DDEG i.e Construction of an OPD Block –Drug Store at Kinoni HC3 at a total of UGX 10,405,416/= which was equivalent to (80%) of the total DDEG IPF provided. This was in line with the provision of up to 80% of DDEG being spent on Capital works. The remaining funds were spent on Investment servicing Costs UGX: 1,300,677</p>

Guidelines, score 2 or else score 0

(10%) and UGX 1,300,677 (10%) on Support to Parish Planning including data collection, monitoring all projects and programs in parish as per DDEG guidelines for FY 2022/2023. On Page 7.

The LLG was compliant.

**Assessment area:** C. Own Source Revenue Mobilization and Administration

7	LLG collected local revenue as per budget (Budget realization)  Maximum score is 1	Evidence that the LLG collected OSR for the previous FY within +/- 10% of the budget score 1 or else score 0.	1	the llg collected 98% of OSR budgeted evidenced by AFS and the aproved budget of FY21/22
8	Increase in LLG own source revenues from last financial year but one to last financial year.  Maximum score 1	Evidence that the OSR collected increased from previous FY but one to previous FY by more than 5 %, score 1 or else score 0	1	the OSR collected increased 46.4% from previous year but one evidenced by AFS
9	The LLG has properly managed and used OSR collected in the previous FY  Maximum score 4	Evidence that the LLG:  i. Has remitted OSR to the administrative units, score 1 or else score 0.  Evidence that the LLG:  ii. Did not use more than 20% of the OSR on councilors allowances in the previous FY (unless authority was granted by the Minister), score 1, else score 0  Evidence that the LLG:  iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0  Evidence that the LLG:  iv. Publicised the OSR and how it was used for the previous FY,	1  1  1  1	the llg remitted 25% and 5% of OSR to administrative units as evidenced in AFS under trial balances  the llg spent 12.3% of OSR on councilors' allowances as evidenced in AFS under statutory bodies, councillor allowances  the llg spent 5.2 % of OSR on O&M as seen from AFS and transfer vouchers: <b>17/6=230,000/=, 16/6=700,000/=, 28/3=600,000/=, 27/3=900,000</b>  the OSR collection and expenditure was publicized on the llg noticeboard

score 1, else score 0.

**Assessment area:** D. Financial Management

10	<p>The LLG submitted annual financial statements for the previous FY on time</p> <p>Maximum score is 4</p>	<p>Evidence that the LLG submitted its Annual Financial Statement to the Auditor General (AG) on time (i.e., by August 31), score 4 or else score 0</p> <p>4</p>	<p>the llg submitted AFS on 30th/8/2022 as evidenced by a hard copy of AFS stamped by Audotor general</p>
11			
	<p>The LLG has submitted all 4 quarterly financial and physical progress reports including finances for the Parish Development Model (PDM), for the previous FY on time and in the prescribed format</p> <p>Maximum score is 6</p>	<p>Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time:</p> <p>i. Q1 by 15th October score 1 or else 0</p> <p>1</p> <p>Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time:</p> <p>ii. Q2 by 15th January score 1 or else 0</p> <p>1</p> <p>Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time:</p> <p>iii. Q3 by 15th April score 1 or else 0</p> <p>1</p> <p>Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time:</p> <p>iv. Q4 by 30th July score 3 or else 0</p> <p>3</p>	<p>the llg submitted 1st quarter on 6/10/2021 evidenced by the submission letter stamped by planning and CAO'S office</p> <p>1</p> <p>the llg submitted 2nd quarter on 14/1/2022 evidenced by the submission letter stamped by planning and CAO'S office</p> <p>1</p> <p>the llg submitted 3rd quarter on 4/4/2022 evidenced by the submission letter stamped by planning and CAO'S office</p> <p>1</p> <p>the llg submitted 4th quarter on 4/7/2022 evidenced by the submission letter stamped by planning and CAO'S office</p>

**Assessment area:** E. Human Resources Management for Improved Service Delivery

12	Appraisal of all staff in the LLG in the previous FY  Maximum score is 6	Evidence that the SAS/Town Clerk appraised staff in the LLG:  (i) All staff in the LLG including extension workers in the previous FY (by 30th June): score 2 or else 0  Evidence that the SAS/Town Clerk appraised staff in the LLG:  (ii) Primary School Head teachers in public primary schools in the previous school calendar year (by 31st December) – score 2 or else 0  Evidence that the SAS/Town Clerk appraised staff in the LLG:  (iii) HC III & II In-charges in the previous FY (by June 30th) – score 2 or else	2  0  2	Staff structures, Staff lists, performance plan, appraisal reports all available.  All staff in the LLG including extension workers in the previous FY were appraised by 30/6/2022.  The subcounty has 5 public primary schools.  Primary School Head teachers in public primary schools in the previous school calendar year, but only 3 were all appraised by 31/12/2021.  The subcounty has only 1 health centre.  In charge was appraised by 30/6/2022.
13	Staff duty attendance  Maximum score is 6	Evidence that the LLG has  (i) Publicized the list of LLG staff: score 3 or else 0  Evidence that the LLG has  (ii) Produced monthly analysis of staff attendance with recommendations to CAO/TC score 3 or else 0	3  3	The Ilg publicized the LLG staff on the notice board.  the staff list was dated 30/6/2022.  SAS submitted all 12 copies monthly analysis reports with recommendations from CAO.

**Assessment area: F. Implementation and Execution**

14	The LLG has spent all the DDEG funds for the previous FY on eligible projects/activities  Maximum score is 2	Evidence that the LLG budgeted and spent all the DDEG for the previous FY on eligible projects/ activities as per the DDEG grant,	2	Kinoni Subcounty Spent DDEG for FY 2021/22 on Road works as evidenced by expenditure reports and vouchers for:  1. Grading and culverting of Ekimotoka –Ekinoni-Rwobusiisi Road at UGX: 28.55Million as evidenced by vouchers: v4/12,v2/11,v5/12,v6/12,v1/1, v3/3,v4/3  2. Grading of Kinoni-Orubaare Road at UGX: 8 Million as per vouchers: v2/11 and v3/11  The DDEG Top up was utilized on  1- Renovation of office block at sc headquarters (CDOs office) at UGX 12.255 Million as evidenced by voucher v33/6
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budget, and implementation guidelines: Score 2, or else score 0

2- Renovation of classroom block at kinoni II P/S at UGX 11.01 million as evidenced by voucher v29/6

3- Supply of desks at UGX 9 million as evidenced by vouchers: v31/6, v9/6 and 33/6

All these expenditures are on DDEG file and were seen by the assessor. The expenditures are in line with the DDEG guidelines (positive /eligible activities) therefore there was evidence of expenditure of the grant in line with the implementation guidelines. The LLG was compliant

Vouchers and DDDEG accountability report was not provided for assessment

15 The LLG spent the funds as per budget

Maximum score is 2

Evidence that the execution of budget in the previous FY does not deviate for any of the sectors/main programs by more than +/-10%: Score 2

Kinoni Subcounty provided evidence that Evidence that the execution of budget in the previous FY does not deviate for any of the sectors/main programs by more than +/- 10%. From review of Final accounts, the subcounty had approved budget of UGX:130,300,894/= on receipt of additional funing especially DDEG top up and PDM operations funds, the subcounty revised its budget upwards to UGX: 190,150,342/= of which 180,098,787/= was realized (94.7%) implying that only 5.3% was not realized which was -5.3% and within the +/-10% requirement. There was no deviations outside +/- 10% for any sector/major programs noted.

The LLG was compliant.

16 Completion of investments as per annual work plan and budget

Maximum score is 3

Evidence that the investment projects planned in the previous FY were completed as per work plan by end of FY (quarter four) :

If more than 90 % was completed: Score 3

If 70% -90%: Score 2

If less than 70 %: Score 0.

Kinoni Sub-county executed the following projects:

1-Grading and culverting of Ekimotoka-Ekinoni-Rwobusiisi Road using DDEG funding and was fully (100%) completed as planned.

2-Grading of Kinoni-Orubaare road using DDEG funding and was fully Completed.

3-Renovation of Office block for CDO using DDEG EU top-up funding and was fully Completed by end of the FY 2021/22.

4-Renovation of a classroom block at Kinoni II Primary School using DDEG EU top-up funding and was fully Completed by end of the FY 2021/22 and

5-Opening of Streets in Kinoni Trading Center.

All these were fully completed and the CDOs office was in use as well as the renovated classroom block at Kinoni P/School.

further evidence of the completion was seen on the vouchers and completion certificates.

Completion was at 100%

17	The LLG has implemented environmental and social safeguards during the previous FY  Maximum score is 2	Evidence that the LLG carried out environmental, social and climate change screening where required, prior to implementation of all planned investments/ projects, score 2 or else score 0	2	the llg carried out E&S for rehabilitation of two classroom block at Kinoni P/S and CDO's office on 18/6/2022 for the projects that commenced 20th/6/2022 as evidenced on E&S forms and certificates of completion,
18	The LLG has an Operational Grievance Handling System  Maximum score is 2	(i) If the LLG has specified a system for recording, investigating and responding to grievances, which includes a designated a person to coordinate response to feed-back, complaints log book with clear information and reference for onward action, a defined complaints referral path, and public display of information at LLG offices score 1 or else 0  (ii) If the LLG has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress score 1 or else 0	0  1	the llg had GRS and log book which had registered 3 cases at the time of assessment however, the llg did not formally describe well a specified system for recording, investigating and responding to grievances  the llg had publicized a stamped copy of GRS on llg noticeboard
19	The LLG has a functional land management system  Maximum score 1	If the LLG has a functional Area Land committee in place to assist the LG Land board in an advisory capacity on matters relating to land, including ascertaining rights on the land score 1 or else 0	1	the llg had a functional area land committee evidenced by appointment letters of the committee members approved in the district council under minute KFC/5/4/03/22. Committee minutes were seen in the committee counter book with the latest meeting being the one on 16th/08/2022

**Assessment area: H. Basic (Pre & Primary) Education services Management (in public and private schools)**

20	Awareness campaigns and mobilization on education services conducted in last FY  Maximum score is 3	Evidence that the LLG has conducted awareness campaigns and parent's mobilization for improvement of education service delivery score 3, else score 0	3	Kinoni LLG authorised all primary schools on 17/02/2022 to coordinate teachers and parents and hold meetings to sensitize on education matters on 21/3/2022. All schools responded to the authorizing letter from SAS as shown by the following minutes for all the schools. There were minutes of the meetings held at Kinoni primary school on 21/3/2022. Rwobusisi Primary school minutes of the meeting held on 24/03/2022. Naama Primary school minutes of the meeting held on 23/3/2022. Rwomugina Primary school minutes of the meeting held on 22/3/2022 and Kaitanturegye Primary school minutes of the meeting held on 25/3/2022.
21	Monitoring of service delivery	Evidence that the LLG has monitored schools at least once		Kinoni LLG had monitored all schools as follows

<p>in basic schools</p> <p>Maximum score is 4</p>	<p>per term in the previous 3 terms and produced a list of issues requiring attention of the committee responsible for education of the LLG council in the previous FY:</p> <p>If all schools (100%) - score 4</p> <p>If 80 – 99% – score 2</p> <p>If 60 to 79% score 1</p> <p>Below 60% score 0</p>	4	<ol style="list-style-type: none"> <li>1. Kinoni II mixed primary school was monitored on 18/4/2022, 18/6/2022 and 18/09/2021.</li> <li>2. Kaitanturegye primary school was monitored on 20/03/2022, 18/10/2022 and 8/10/2021.</li> <li>3. Rwobusisi primary school was monitored 14/7/2021, 2/6/2021 and 18/3/2022.</li> <li>4. Naama primary school was monitored on 23/7/2021, 07/8/2021 and 21/08/2021.</li> <li>5. Rwomigina primary school was monitored on 10/8/2021, 8/10/2021 and 21/2/2022.</li> </ol>
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<p>22</p> <p>Existence and functionality of School Management Committees</p> <p>Maximum score is 3</p>	<p>Evidence that the LLG have functional school management committees in all schools; score 3, else score 0</p>	3	<ol style="list-style-type: none"> <li>1. Kinoni II mixed primary school held an SMC meeting on 14/1/2022.</li> <li>2. Kaitanturegye primary school held a general meeting on 2/6/2021.</li> <li>3. Rwobusisi primary school held a joint meeting of SMC and PTA on 26/2/2021.</li> <li>4. Naama primary school held an SMC meeting held on 22/3/2021</li> <li>5. Rwomigina primary held meetings on 15/4/2022, 1/3/2022 and 21/12/2021.</li> </ol> <p>The minutes of the above meetings were reviewed and they indicated that the committees were established, functioning and implementing agreed actions.</p>
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**Assessment area: I. Primary Health Care Services Management**

<p>23</p> <p>Awareness campaigns and mobilization on primary health care conducted in last FY</p> <p>Maximum score is 3</p>	<p>Evidence that the LLG has conducted awareness campaigns and mobilized communities for improved primary health care service delivery score 3, else score 0</p>	3	<p>Evidence that Kinoni LLG conducted awareness campaigns and mobilised communities is (1) Quarterly report (2nd) on disease prevention, health Promotion, hygiene and Sanitation highlighting activities done, challenges, and recommendations. (2) covid-19 surveillance report between July-September 2021. 3) Quarterly report (Q4) on disease prevention, health promotion and sanitation highlighting objectives, target population, activities done, challenges and recommendations. (4) A report on community led total sanitation activities conducted in Kinoni and Rwetamu also highlighting objectives, target population, activities done, challenges and recommendations.</p>
<p>24</p> <p>The LLG monitored health service delivery at least twice during the previous FY</p> <p>Maximum score is 4</p>	<p>Evidence that LLG monitored aspects of health service delivery during the previous FY , score 4 or else score 0</p>	4	<p>There was a monitoring report on health care services on 14/4/22 highlighting objectives, findings, achievements and recommendations.</p>

25	Existence and functionality of Health Unit Management Committee  Maximum score is 3	Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0	3	<p>HUMC composes 7 members as established on 17/12/2019 according to the council minute 10/12/COU/2019. There was several meetings as follows</p> <ol style="list-style-type: none"> <li>1. Meeting held on 28/10/2021 in the first quarter</li> <li>2. Meeting held on 26/01/2021 in the second quarter</li> <li>3. Meeting held on 13/04/2022 in the third quarter</li> <li>4. Meeting held on 16/06/2022 in the fourth quarter</li> </ol> <p>The minutes show operations of the health unit management committee</p>
<b>Assessment area: J. Water &amp; Environment Services Management</b>				
26	Evidence that the LLGs submitted requests to the DWO for consideration in the current FY budgets  Maximum score is 3	Evidence that the SAS submitted in writing requests to the DWO for consideration in the planning of the current FY score 3, else score 0	3	SAS submitted the writing request to the DWO for consideration and planning in the current FY .the water requests were submitted and stamped on 18/4/2022.
27	The LLG has monitored water and environment services delivery during the previous FY  Maximum score is 3	Evidence that SAS/ATC monitored/supervised aspects of water and environment services during the previous FY including review of water points and facilities, score 3 or else score 0	3	SAS monitored all aspects of water with the evidence of monitoring reports addressed in quarters quarter 1 29/9/2021 ,quarter 2 ,30/12/2021, quarter 3 30/3/2022 and quarter 4 13/7/2022.the reports cover the the new and old facilities in the subcounty .there pictorial reports showing the new public latrine that was just consturcted in the trading centre.
28	Existence and functionality of Water and Sanitation Committees  Maximum score is 2	Evidence that the LLG have functional Water and Sanitation Committees (including collection and proper use of community contributions) score 2, else score 0	2	<p>There is the composition of of WUC for example the committee of right angels p/s water tank is chaired by musinguzi Robert Igayaza borehole is led by kyomuhangi then Rwoburundo led by Biryahabwe Justus.Igayaza water user committee has been functional with minutes that sat on 17/6/2022 and their community contributions per house hold is stated clearly that its 1000 and receipts are made. Receipt number 100 paid on 15/4/2022 was made for Polly Habibu.And its stated clearly that those contributions will be for the maintainance of their borehole.</p> <p>-Rwoburundo also has a committee that is fucyional and sat on 6/5/2021</p>

Functionality of investments in water and sanitation facilities

Maximum score is 2

Evidence that the SAS has an updated lists on all its water and sanitation facilities (public latrines) 2 and functionality status. Score 2 else 0

The subcounty has a list of an updated water sources with those that are functional and non functional submitted to the DWO. The reports are made on 29/6/2022.

**Assessment area:** L. Production Services Management

34

Up to date data on agriculture and irrigation collected, analyzed and reported

Maximum score is 2

If the LLG extension staff have collected, analyzed and reported data on agriculture (i.e., crop, animal and fisheries) and irrigation activities including production statistics for key commodities, data on irrigated land, farmer applications, farm visits etc. as per formats, the reports compiled and submitted to LG Production Office score 2 or else 0.

2

the llg collected and updated data on both crop and livestock as evidenced in production statistical report submitted to lg production office

35

Farmer awareness and mobilization campaigns carried out through farmer field days and awareness meetings

Maximum score is 2

If the LLG has carried out awareness and mobilization campaigns on all aspects of agriculture through farmer field days and awareness meetings, exchange visits, reports compiled and submitted to LG Production Office score 2 or else 0

2

the llg carried out awareness and training campaigns on animal health practices dated 30/6/22, FMD management- 6/8/21, improved technologies-22/5/22, farmer field school-5/11/21, BBW management-12/5/22, environmental awareness-5/9/2021, veterinary preventive medicine practices 16/5/22 submitted to DPO with attendance lists attached.

FMD, PPR and Rabies vaccine distribution lists were seen. also distribution lists of fertilizer, cypermethrine pesticide and banana plantlets were seen in reports

36

The LLG has carried out monitoring activities on production activities for crops, animals and fisheries

Maximum score is 2

If the LLG extension staff has implemented monitoring activities on agricultural production for crops, animal and fisheries covering among others irrigation, environmental safeguards, agricultural mechanization, postharvest handling, pests and disease surveillance, equipment installations, farmers implementing knowledge from trainings, reports compiled and submitted to LG Production Office score 2 or else 0

0

the llg had monitoring reports on post-harvest handling, FMD control, milk hygien production however they were not report monthly to production office as required

37

Farmer trainings through training farmer field schools and

If the LLG extension staff has carried out farmer trainings on irrigated agriculture, agronomy, pests and diseases management,

the llg trained farmers on FMD management, African army worm control and BBW control

demonstrations organized and carried out

operation and maintenance of equipment, linkage to markets etc. through for example farmer field schools, demonstrations, and field training sessions, reports compiled and submitted to LG Production Office score 2 or else 0.

2

farmers were also trained on herd health practices as evidenced in reports submitted to lg production office with attendance lists attached

Maximum score is 2

training programs were indicated in the annual work plan stamped by DPO

38

The LLG has provided hands-on extension support to farmers and farmer organizations / groups

If the LLG extension staff have provided extension support to farmers and farmer groups on crop management, aquaculture, animal husbandry, irrigation, Operation and Maintenance of equipment, postharvest handling, value addition, marketing etc. reports compiled and submitted to LG Production Office score 2 or else 0

2

the llg supported farmers through through farm field visits on herd health practices, BBW control as evidenced in the report submitted to lg production office with attendance list attached

sampled farmer Kashihani:0777669360 and 0789362246-Tumusiime Godfrey

Maximum score is 2

The extension staffs didnot receive Extension diaries from the ministry, and information from LG Production office, they will soon be replaced with e-diaries.