



LLG Performance Assessment

LLG Performance Assessment

Kiruhura Town Council

(Vote Code: 237107)

Score 85/100 (85%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: A. Functionality of Parish Administrative Structures				
1	The LLG has ensured that there are functional PDCs/WDCs in all their respective Parishes/Wards Maximum score is 2	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.	2	The town council has three wards Nyakashsara ,kashwa and kiruhura .All the committees were constituted in accordance with PDM guidelines as on page 30 of the PDM manual.The reports for field moblistaion for all the wards were seen on file together with the list of beneficiaries from each ward,attendance lists of the minutes were also seen for each ward
2	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. Maximum score is 2	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.	2	Parish data was disseminated by planning unit, the data that was disseminated was for the population projections and household projections for census 2014-2030 and 2015-2021 respectively .The population on animal census from the veterinary officer was disseminated
3	The LLG provided guidance and information to the Village Executive Committees and PDCs on strategies for the development of the parish Maximum score is 6	Evidence that the LLG: i. Has mapped NGOs, CBOs & CSO operating in the LLG and involved them in raising awareness about the PDM and planning cycle: score 2, or else 0 Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on: ii. Approved Programmes/activities to be implemented within the Parish for the current FY score 2, else score 0	2	There was a mapping report about NGOs, CBOs and CSOs operating in the LLG dated 6/5/2022 by SCDO to the town clerk One of the NGOS operating in the town council (Kiruhura women empowerment in development) conducted a training workshop on PDM in value addition on 12/3/2022. There was also a meeting that took place in kiruhura town council by compansion international at kashwa with attendance attached 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 Town clerk wrote to all Village executive committees and PDCs and town agents on 22/10/2021 (Letter on file and was also on Notice board by the time of Aessment. The letter that was titled "RE:BUDGETING PROCESS FOR FY 2022/2023"

.There were participatory planning meeting at every ward and priorities were raised from each ward to be considered in the budget

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. T/C communicated to all village executive committees, town agents and all PDCs on the priority enterprise in a letter titled "Re-projects to be implemented in FY 2022/2023" dated 17/05/2022, which was on file and noticeboard. The letter indicated only two projects that arose out of council resolution as follows

Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on:

2

iii. Priority enterprises that can be implemented in the parish score 2 or else 0

1. Excavation of a valley dam at Mwaaka III in Nyakasharara ward

2. Routine road mentainance

There was a site meeting and reports from Engineer about monitoring and supervision

The town council is compliant

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

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

1

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

There is a linkage between the development plan ,annual work plan and budget .AWPB is consistent with the development plan on page XIV a sample project of excavation of a valley dam at Nyakasharara and funds were expected to come from road fund,DDEG,local revenue and community contributions

Its in the budget on page 5/8 under roads and engineering and the amount is UGX8,765,579 from DDEG and on workplan page 5/7 to be done in Q4

Maximum score is 6

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

1

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.

The ranked priorities from nyakasharara was submitted on 8/11/2021 ,kiruhura on 5/11/2021 and kashwa 6/11/2021.These priorities where chosen from participatory planning meetings that took place at wards and chaired by the chairperson LCii .The meeting minutes were complied by the town agents with a copy submitted to the town clerk

The priorities were discussed in budget conference of 10/11/2021 and the following were agreed as the town council priorities

Excavation of valley dam mwaka III nyakasharara ward
Purchase of gabage bins in all the wards
Leveling of nyakasharara play ground
Installation of solar street lights ,nyakasharara and kiruhura wards
Routine road maintaninace and culverting all

wards

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

1

The budget conference report was based on the outcomes of the submissions that were obtained in all the wards on page 01 and 02 of the report the council resolution under minute KTC/CO/13/11/2021 for example at least in every ward there was a project chosen

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

Installation of solar street lights ,nyakasharara and kiruhura wards

Routine road maintenance and culverting all wards

iv. That the LLG budget include investments to be financed by the LLG 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 8/11/2021 was in place and the ranked priorities from each parish were presented and discussed in the budget conference which was held on 4/11/2021. Budget conference report had all the two projects in the approved Annual Work plan and Budget for the current FY 2022/23 ie routine mechanized maintenance of roads and excavation of dams .

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

LLG developed project profiles for all the two 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.

vi. That the LLG budget was submitted to the District/Municipality/City before 15th May: score 1 or else 0

1

The approved budget estimates for the FY 2022/2023 and the annual work plan under the theme: "industrialisation for inclusive growth, employment and wealth creation " was submitted and received by district planner on 14 /5/2021

5

Procurement planning for the current FY: submission of request for procurement

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

2

The procurement plan was submitted by the town clerk on 28/4/2022 and was received by the procurement and disposal unit on the same date

Maximum score is 2

6	Compliance of the LLG budget to DDEG investment menu for the current FY	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 Guidelines, score 2 or else score 0	2	The investments in the approved LLG budget for the current FY comply with the investment menu in the DDEG grant. The priorities of DDEG are seen on page 5/8 under roads and engineering excavation of dam at mwaka III in nyakasharara ward UGX 8,765,579 (80%) and UGX 1,095,698 for monitoring and supervision (10%) and on page 6/8 planning department for planning and budgeting UGX1,095,698(10%)
	Maximum score is 2			

Assessment area: C. Own Source Revenue Mobilization and Administration

7	LLG collected local revenue as per budget (Budget realization)	Evidence that the LLG collected OSR for the previous FY within +/- 10% of the budget score 1 or else score 0.	1	The approved budget for the previous FY indicate local revenue projections of UGX 30,710,400 as was approved on 13/05/2021. The budget was revised on 25th /3/2022 by council that took place on 25th/3/2022 under minute KTC/42/03/2022 and revised upwards to UGX 35,500,000. The amount collected by close of FY 30/6/2022 was UGX35,350886 on page 30 of the report of financial statements submitted on 29th /30/2022 to the office of auditor general representing 9.9%
	Maximum score is 1			

8	Increase in LLG own source revenues from last financial year but one to last financial year.	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 annual financial statements for the previous FY and previous FY but one indicated that the corrections of the previous FY of OSR but one was UGX20,293,200 out of the projections UGX 22,205,000 representing 9.1 %. The projected corrections of OSR for the previous FY was UGX35,350,886 out of the projected UGX 8,837,722 (25%) Therefore, there was an increase on OSR by 16% from the previous FY but one to the previous FY
	Maximum score 1			

9	The LLG has properly managed and used OSR collected in the previous FY	Evidence that the LLG: i. Has remitted OSR to the administrative units, score 1 or else score 0.	0	The Annual Financial Statement for the previous FY indicate that the LLG remitted OSR to the administrative units however it didn't remit the mandatory share to wards and cells as required
	Maximum score 4			
		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	1	The annual Financial statement of the previous FY indicated that the amount collected was UGX20,293,200. The allowances (sitting ,safari day,transport and night). The amount that was allocated to statutory bodies department in the annual FS shows UGX 4,058,540 an indicator that the LLG used 20% of OSR on councilors allowances
		Evidence that the LLG: iii. Have budgeted and used OSR funds on operational and maintenance	1	The OSR for operational and maintenance in the budget was under works of UGX 1,759,543 the amount was meant for payment of slaughter slab at

in previous FY, score 1, else score 0

Nyakasharara marking centre as seen on the payment voucher of 8/11/2021 serial 5486

Evidence that the LLG:

iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0.

1

OSR for the previous FY publicised on the noticebord

Assessment area: D. Financial Management

10

The LLG submitted annual financial statements for the previous FY on time

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

4

Kiruhura Town Council submitted its financial statements of the previous FY to the office Auditor general on 29th /08/2022 with the received stamp

Maximum score is 4

11

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

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:

1

The LLG submitted quarter one financial and physical progress report, for the previous FY to the LG Accounting Officer with attention to district planner on 8/10/2021

Maximum score is 6

i. Q1 by 15th October score 1 or else 0

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:

1

The LLG submitted quarter two financial and physical progress report, for the previous FY to the LG Accounting Officer with attention to district planner on 4/1/2022

ii. Q2 by 15th January score 1 or else 0

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:

1

The LLG submitted quarter three financial and physical progress report, for the previous FY to the LG Accounting Officer with attention to district planner on 7/4/2022

iii. Q3 by 15th April score 1 or else 0

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:

3

The LLG submitted quarter four financial and physical progress report, for the previous FY to the LG Accounting Officer with attention to district planner on 13/7/2022. The funds for PDM were spent in Q4 under production department and the amount was UGX 3,152,000

iv. Q4 by 30th July score 3 or else 0

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

12	Appraisal of all staff in the LLG in the previous FY		The Town clerk appraised all of his 17 staffs with the evidence of appraisal forms stamped 22/6/2022. Bamwesigye Godfrey was appraised 22/6/2022, Kajungu Philimon was appraised 22/6/2022, Mwesigye Isaac was also appraised
	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	.A staff list of 18 staffs seen. Staff structure of 53 approved established staffs seen. Performance plans for all staffs stamped by Town Clerk as of 22/6/2022 seen. Personal files for all the 18 staffs seen.
		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	The LLG has two primary schools and TC appraised the Headteachers by 21/12/2021 and 31/12/2021
		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	The LLG has only one facility e.i. Nyakasharara HC III and the Facility in charge was appraised 22/6/2022.
13	Staff duty attendance		A staff list of 18 staffs seen well published on the notice board.
	Maximum score is 6	Evidence that the LLG has	Staff structure of 53 approved established staffs seen.
		(i) Publicized the list of LLG staff: score 3 or else 0	Performance report for the Town Clerk for FY 2021/2021 stamped by CAO seen Personal files for all the 18 staffs seen
		Evidence that the LLG has	
		(ii) Produced monthly analysis of staff attendance with recommendations to CAO/TC score 3 or else 0	12 sets of monthly staff analysis starting June 2021 to July 2022 with recommendations of TC, well stamped and received by CAO seen.

Assessment area: F. Implementation and Execution

14	The LLG has spent all the DDEG funds for the previous FY on eligible projects/activities		The LLG budgeted and spent all the DDEG for the previous FY on eligible projects/ activities as per the DDEG grant, budget, and implementation guidelines. The total allocation grant of DDEG for the previous FY was UGX 11,973,738 it was spent under two departments roads and engineering and planning .Roads and engineering on page 6/5 of
	Maximum score is	Evidence that the LLG budgeted and spent all the DDEG for the previous FY on eligible projects/ activities as per the DDEG grant, budget, and	

2 implementation guidelines: Score 2, or else score 0 the budget UGX 10,776,364 for non-residential buildings and monitoring and evaluation in planning department .It was implemented in the budget on page and indicated on AFS

15 The LLG spent the funds as per budget 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
 Maximum score is 2 0 There was no evidence

16 Completion of investments as per annual work plan and budget Evidence that the investment projects planned in the previous FY were completed as per work plan by end of FY (quarter four) :
 Maximum score is 3 If more than 90 % was completed: Score 3 2
 If 70% -90%: Score 2
 If less than 70 %: Score 0.
 The investment projects planned in the previous FY were completed as follows
 Mechanized routine road maintenance at UGX supply and installation of street lights in Nyakashashara trading center at UGX 10,300,000 by Mwenya general supplies company ltd the completion certificate was on june 17/2022

Assessment area: G. Environmental and Social Safeguards

17 The LLG has implemented environmental and social safeguards during the previous FY 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
 Maximum score is 2

18 The LLG has an Operational Grievance Handling System (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
 Maximum score is 2

(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

19	The LLG has a functional land management system	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	Presence of functional land area committee with appointment letters and minutes
	Maximum score is 1			

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	Evidence that the LLG has conducted awareness campaigns and parent's mobilization for improvement of education service delivery score 3, else score 0	3	A report on awareness and mobilisation of parents dated 8/3/2022. Where a meeting held on 5/3/2022 at Rwebigyemano C.O.U meant on child feeding/Lunch provision. With its attendance list dated 5/3/2022. A report on integrated community mobilization on the need to support own government aided schools dated 17/4/2022, the meeting was held on 12/4/2022 at Kashwa LC I offices
	Maximum score is 3			

21	Monitoring of service delivery in basic schools	Evidence that the LLG has monitored schools at least once 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:		A report by the team on monitoring schools dated 18/1/2022 seen where the status of; Vaccination, school fence, handwashing facility and temperature gun were to be identified.schools visted are; Colleb Nursery and primary, Kashwa pri.sch., Rwabigyemano Pri. Sch., Mwakamateho Pri. Sch., Plus two, Kashwa Sec. Sch, Mother care and Kashenyi Nursery and Primary,Other Monitoring reports dated 12/1/2022, 27/6/2022, 6/3/2022 were seen.
	Maximum score is 4	If all schools (100%) - score 4	4	SMC minutes for the two primary school, e.i. Rwabigyemano P/S and Kashwa P/S dated 2/6/2022, 21/2/2022, 2/6/2022 and 21/2/2022 seen
		If 80 – 99% – score 2		Meeting minutes for Mother care dated 17/3/2022 seen.
		If 60 to 79% score 1		Minutes for Colleb P/S dated 11/1/2022 seen.
		Below 60% score 0		

22	Existence and functionality of School Management Committees	Evidence that the LLG have functional school management committees in all schools; score 3, else score 0	0	only two schools have functional management committees with the evidence of the SMC meeting minutes dated 2/6/2022, 21/2/2022, 2/6/2022 and 21/2/2022 Action plan and implantation for the issues raised on 21/2/2022 seen. Issues like banana plantation to be fenced already done. For issues raised on 16/4/2022 seen
	Maximum score is 3			

Assessment area: I. Primary Health Care Services Management

23	Awareness
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campaigns and mobilization on primary health care conducted in last FY
 Evidence that the LLG has conducted awareness campaigns and mobilized communities for improved primary health care service delivery score 3, else score 0
 3
 A report on ensuring community possesses open defecating free household and ideal sanitation dated 29/4/2022. Here challenges like lack of departmental stamps was raised. Another report on home improvement campaign dated 24/3/2022 where ten visits were done.
 Maximum score is 3

24
 The LLG monitored health service delivery at least twice during the previous FY
 Evidence that LLG monitored aspects of health service delivery during the previous FY , score 4 or else score 0
 4
 The LLG has one facility. A report on functionality of Nyakasharara HC II during X-mass dated and stamped 4/1/2022. showing the attendance of Patients on 27th and 28th.
 Monitoring report dated 4/5/2022 about health services at Nyakasharara HC II seen.
 A monitoring report stamped on 22/9/2021 indicating challenges of lights in the maternity ward.
 HUMC minutes stamped 17/6/2022, six members attended and issues were raised like facility tank gutters need restoration. No bath shelters for mothers (Min 5/6/2022).
 HUMC minutes dated 25/3/2022 had budget review under MIN 6/Mar/2022.
 Maximum score is 4

25
 Existence and functionality of Health Unit Management Committee
 Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0
 3
 The composition of HUMC seen stamped as of 25/4/2022 with its approval from council minutes MIN KTC/CO/7/09/2021.
 HUMC minutes stamped 17/6/2022, six members attended and issues were raised like facility tank gutters need restoration. No bath shelters for mothers (Min 5/6/2022). HUMC minutes dated 25/3/2022 had budget review under MIN 6/Mar/2022.
 Action plan for the meeting held on 17/6/2022 seen where the issue for the placenta pit was addressed as of 1/8/2022 and the responsible person was the facility in charge.
 Maximum score is 3

Assessment area: K. Urban Planning and Management (Applicable to Town Councils and Divisions only)

30
 Development of the Physical Development Plans as per guidelines
 (i) If the LLG has a functional Physical Planning Committee in place that: (i) is properly and fully constituted; (ii) considers new investments/ application for development permission on time; and (iii) has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD Score 1 or
 1
 The list of the members of the Physical Planning Committee was obtained and it was properly and fully constituted.
 The Building Plan Registration Book and minutes of physical planning committee was reviewed with all the submissions for new investments.
 According to the Physical planner, the LG is one to submit the 4 sets of minutes of Physical Planning
 Maximum score 2

else 0

Committee to the MoLHUD.

(i) If the LLG has detailed physical development plan(s) or/and area action plan(s) approved by the Council covering at least the percentage below Score 1 or else 0:

20% in 2022/23

0

There was no detailed and established physical plan, and the approved action plan for the previous FY.

30% in 2023/24

40% in 2024/25

31

Implementation of the physical planning and building control measures as per guidelines

(i) If all infrastructure investments implemented by the LLG in the previous FY: (i) are consistent with the approved Physical Development Plan; and (ii) have a planning compliance certificate issued by MoLHUD. Score 1 or else 0

0

The list of new investments was obtained and approved by the physical planning committee, and the minutes of the Physical planning committee were also reviewed.

The Planning Compliance certificate was not available during the time of assessment.

Maximum score 3

(ii) Evidence that the LLG has named streets, numbered plots, surveyed and demarcated roads as planned (90% or more implemented) in the previous FY score 1 or else 0

0

The annual work plan for FY 21/22 with planned activities like road system was obtained and reviewed, however, there were no street naming, plot numbering activities.

The sampled roads did not have streets numbered, roads surveyed and demarcated.

(iii) Evidence that the LLG has a functional Development Control Team score 1 or else 0

1

The LG Organogram was reviewed.

The staff list of 5 physical planners including an Environment specialist was also reviewed.

The annual work plan and annual progress report were compiled.

32

The LLG has developed and implemented a solid waste management plan

(i) If the LLG has prepared status report on the implementation of the approved solid waste management plan during the previous FY score 1 or else 0

1

The solid waste management dated and stamped by Town clerk as of 8/10/2021 well detailing on how waste will be managed at different stages seen.

Status report dated 6/4/2022 where all the trading centers were inspected i.e. Karengyenzo, Kiruhura, Nyakasharara. Findings were; bushy plots, poor quality latrines, poor waste management and others

Maximum score 2

(ii) If the LLG has conducted awareness campaigns on the management of solid waste during the previous FY score 1 or else 0

1

A report on environmental health activities dated 6/4/2022, community dialogues, home visits were done

33

Operation and

(i) If the LLG has prepared Annual

The annual infrastructure inventory and condition

Maintenance of infrastructure	Infrastructure inventory and condition survey report score 1 or else 0	1	survey report for previous FY 21/22 was prepared.
Maximum score is 3	(ii) If the LLG has prepared an O&M Annual Plan which is based on the Annual Infrastructure inventory and condition survey score 1 or else 0	1	The O & M annual work plan for the current FY 22/23 was obtained and compared with the annual Infrastructure inventory and condition survey for the previous FY 21/22
	(iii) If the LLG has spent own source revenues of not less than 20% on O&M score 1 or else 0	0	The final accounts for the previous FY 21/22 was not obtained from the Treasurer to calculate the percentage of the Own Source Revenue spent on O&M.

Assessment area: L. Production Services Management

34	Up to date data on agriculture and irrigation collected, analyzed and reported	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 extension staff collected, analysed and reported data on crop, animal and baseline irrigation data including production statistics for key commodities like coffee, beans, data on irrigated land and the reports were compiled and submitted to LG Production Office.
	Maximum score is 2			
35	Farmer awareness and mobilization campaigns carried out through farmer field days and awareness meetings	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	Training awareness reports for animals and crops on herd health, agronomic practices, distribution lists for pesticides, FMD vaccine, and demonstration site establishment were compiled and submitted to LG Production office.
	Maximum score is 2			
36	The LLG has carried out monitoring activities on production activities for crops, animals and fisheries	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	2	The Extension staff in crop had the 12 monthly monitoring reports compiled and submitted to LG Production Office by Agriculture Officer. The Extension staff in Animal had all the 12 monthly monitoring reports compiled and submitted to LG Production Office by Ass. Animal Husbandry Officer. From ATC, a supervision report was compiled and submitted to LG Production Office.
	Maximum score is 2			
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		

demonstrations organized and carried out
Maximum score is 2

diseases management, 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

Training reports on agronomic practices, pests and disease management, linkage to market for both crop and animal were compiled and submitted to LG Production Office.

38

The LLG has provided hands-on extension support to farmers and farmer organizations / groups
Maximum score is 2

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 reports on farmer field visits on post harvest handling, field training stations, value addition in crop were compiled and submitted to LG production office.

In Animal, reports on value addition, Household visit, farm visits on disease prevention and control, enterprise management and improvement were all compiled and submitted to LG Production Office.