



LLG Performance Assessment

LLG Performance Assessment

Mukuju Subcounty

(Vote Code: 236988)

Score 94/100 (94%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: A. Functionality of Parish Administrative Structures				
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</p>	PDM guidelines in place.	<p>LLG availed PDC composition of all parishes operating in the LLG.</p> <p>Atiri Parish</p> <ol style="list-style-type: none"> 1. Oguti Micheal Ofamba : LC II Chairperson 2. Emedot Daniel: Youth Representative 3. Ochieng Stephen: NRM 4. Oyuki David Juma: Elderly Representative 5. Olupot Moses : PWD 6. Nyadoi Florence : Women Representative. 7. Ilakitar Charles: Parish Chief <p>Kajaru Parish</p> <ol style="list-style-type: none"> 1. Irota Charless LC II Chairperson 2. Odadat Gwindo: Elderly 3. Ekituno Job: PWD 4. Okware Emmanuel: Youth 5. Andera Beatrice: WOMen Representative 6. Akware Irene Violet: Parish Chief <p>Akoret Parish</p> <ol style="list-style-type: none"> 1. Okello Robert: LC II Chairperson 2. Amella Mary: Youth Representaive 3. Isilo Olwemy: Women Representative. 4. Okama Max: PWD 5. Ekapolon Yokosofat: NRM 6. Akisa Harriet: Parish Chief 7. Awor Salume: Elderly Represntative <p>Akworet Parish</p> <ol style="list-style-type: none"> 1. Okwaras Moses: LC II Chairperson 2. Odoi Stephen: Youth 3. Okware Vincent: OWD 4. Ochom Wills: elderly 5. Amoit Catherine: Women representaive 6. Opacha William: NRM 7. Anyango Elizabeth: Parish Chief <p>Mukuju Parish</p> <ol style="list-style-type: none"> 1. Opoya Vincent: E;derly

proposals submitted for the revolving funds during the previous FY for all parishes, score 2, else score 0.

2. Achilu Aloysius : NRM
3. Ochakolong Victor: LC II
4. Padde Timoth: Youth Representative
5. Akoth Irene: Women Representative
6. Ochieng Silver: PWD
7. Eringu David: Parish Chief

LLG availed PDC Minutes

- **Atiri Parish**
 - Minutes dated 27/3/2024
 - Discussing PDM audit Preparation and waste sources in Atiri Parish
-
- **Kजारau Parish**
 - Minutes dated 28th/06/2024
 - Discussing review of audit reports of the PDM SACCO by external auditors.
-
- **Akoret Parish**
 - PDC Minutes dated 7/6/2024 to review audit report by external auditors.
-
- **Akworot Parish**
 - PDC Minutes dated 9/6/2024; meeting was on preparation for village vetting of AGM
-
- **Mukuju Parish**
 - PDC minutes dated 26/03/2024 on preparation of audit
-
- **LLG Availed PDC Monitoring reports**
- **Atiri Parish**
 - Q1 report dated 30/09/2023.
 - Monitoring PDM beneficiaries
-
- **Kजारau Parish**
 - Q3; report dated 28/03/2024
 - Monitoring PDM beneficiaries
-
- **Akworot Parish**
 - PDC report dated 9/6/2024.

<p>2</p> <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>	<p>LLG availed parish data for respective parishes; compiled, updated, and analyzed data on community profiling by PDMIS app disaggregated by village, gender, age, economic activity as stipulated in the PDM guidelines.</p>
<p>3</p> <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 & CSO operating in the LLG and involved them in raising awareness about the PDM and planning cycle: score 2, or else 0</p>	<p>LLG mapped NGOs operating in the LLG;</p> <p>At time of assessment, LLG availed a list of NGOs operating in the LLG.</p>
		<ul style="list-style-type: none"> • 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. • LLG provided evidence of consultative meetings minutes.
		<p>Akoret Parish</p> <ul style="list-style-type: none"> • Consultative Meeting Minutes dated 26/08/2023. • Key aspects discussed; • Guidance on projects to be implemented for FY 2024/2025 among which include the following; <ol style="list-style-type: none"> 1. Under Works and Technical Services; Maintenance of Adonio to Corner Cafe CAR 2. Supply of school desks to our school Akworot Primary School.
		<p>Akworot Parish</p> <ul style="list-style-type: none"> • Consultative Meeting Minutes dated 26/08/2023 • Key aspects discussed • Guidance on projects to be implemented for FY 2024/2025 among which include the following; <ol style="list-style-type: none"> 1. Under works and technical

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

- services; Maintenance of CAR
 2. Sensitization of community on all Government Programs such as PDM, YLP, UWEP, SEGOP Special Grant for PWDs
 3. Hygiene and Sanitation.
 4. PDM activities
- **Kajarau Parish**
 - Consultative Meeting Minutes dated 26/08/2023
 - **Key aspects discussed**
 - Guidance on projects to be implemented for FY 2024/2025 among which include the following;
1. Maintenance of CAR;
 2. Opening of Otong via Kajarau North to Atiri to Mukuju
 3. Supply of desks to our school (Kajarau Primary School).
- **Atiri Parish**
 - Consultative Meeting Minutes dated 26/08/2023
 - **Key aspects discussed**
 - Guidance on projects to be implemented for FY 2024/2025 among which include the following;
1. Under works and technical services; Maintenance of CAR.
 2. Opening of Atiri D to Akadot CAR
 3. Opening of Otong via Kajarau North to Atiri East
- **Mukuju Parish**
 - Consultative Meeting Minutes dated 26/08/2023
 - **Key aspects discussed**
1. Guidance on projects to be implemented for FY 2024/2025 among which include the following;
 2. Under works and technical services; Maintenance of CAR e.g mile 4 via mukuju T/C to mile 5 via George's corner to Atiri
 3. Supply of school desks to our school Odikai Primary School
 4. Construction of 3 stance pitlatrine in Mukuju Health Center IV OPD

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

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

2

LLG provided guidance and information to the Village Executive Committees and to PDCs on Priority enterprises that can be implemented in the parish(es).

LLG availed sensitization meetings held in Kajarau, Akworot, Atiri, Akoret, Mukuju; Parishes. The Priorities that can be implemented in the parishes were roads, water sources, schools and health centres construction.

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

Consistency was established

Page 14 of AWP: under works and technical services investment noted: Opening of Otong via Kajarau North - Totokidwe CAR to Atiri East.

On budget page 21 under works and technical services stipulates Opening of Otong via Kajarau North - Totokidwe CAR to Atiri East.

On LLG five year development plan on page 90b; also details Opening of Otong via Kajarau North - Totokidwe CAR to Atiri East.

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 prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY: Incorporates ranked priorities from all its respective parish submissions which are duly signed by the Parish Chief and PDC Chairperson.

LLG availed Parish Priorities for Atiri Parish for instance underworks and technical services; Opening of Otong via Kajarau North - Totokidwe CAR to Atiri East. was incorporated in the LLG approved workplan and Approved budget for current FY.

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:	1	LLG availed a budget conference dated 11/10/2023.
iii. Is based on the outcomes of the budget conference; score 1 or else 0		The priorities in LLG approved annual workplan and budget are outcomes of budget conference.
		For instacne
		Under works and technical services priorities noted include among others
		<ol style="list-style-type: none"> 1. Maintenance of mile 5 via georges corner-Atiri SS to mile 7. 2. Maintenance of mukuju central via akison to kasaya 3km; well stipulated on page 14
		LLG budgte incorprates investements to be financed by the LLG
		In health
iv. That the LLG budget include investments to be financed by the LLG score 1 or else 0	1	Hysan Construction of 3 stance VIP draingae pitlatrine usong OSR at Ug.Shs.15,000,000 on page 21 of the budget.
		In Production and marketing sector
		LLG is to purchase agricultural and vetinary inputs for farmers at Ug.Shs. 4,000,000 on page 20 of the budget.
		LLG did availed project profiles for all capital investments in the AWP and budgte as per format in LLG DP III.
		The investments include
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	<ol style="list-style-type: none"> 1. Maintenance of CARs mile 6 via atiri primary school to Ingura TC; mile 5 via geruges corner atiri ss to mile 7 mukuju central via akison to kasaya putir-mile 4 simba via adonia to corner cafe. 2. Opening of otong via kajarau north-mukuju totokidwe to Atiri East(3km) CAR 3. Procurement of tree seedlings.

	vi. That the LLG budget was submitted to the District/Municipality/City before 15th May: score 1 or else 0	1	LLG budget submitted on 14/05/2024 which is within required timeframe of within 15/05/2024	
5	Procurement planning for the current FY: submission of request for procurement Maximum score is 2	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	LLG availed a procurement plan detailing procurements to be made in current FY dated 26/04/2024 which is with required time frame of by 30th April of previous FY. Some of the procurements to be undertaken by the LLG 1. Supply of desks in education department at Ug.Shs.12,140,000 2. Opening of Otong via Kajarau North - Totokidwe CAR to Atiri East.
6	Compliance of the LLG budget to DDEG investment menu for the current FY Maximum score is 2	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	There is compliance noted. DDEG IPF: 17,194,984 80% component of infrastructure development: Ug.Shs.13,226,000\Investments include; Procurement of desks for education institutions; (Odikai P/S; 50 desks; Akworot P/S: 30 desks and Kajarau P/S: 30 desks). Well stipulated on LLG budget on page21 10% component for investment servicing including monitoring and evaluation : Ug.Shs. 1,719,000 enated on page 18 of the budget 8% component of parish planning including data collection: Ug.Shs.1,375,599; well stipulated on page 22 2% component for nutrition committee. : Ug.Shs. 343,899; well stipulated on page 21 of the budget.

Assessment area: C. Own Source Revenue Mobilization and Administration

7	<p>LLG collected local revenue as per budget (Budget realization)</p> <p>Maximum score is 1</p>	<p>Evidence that the LLG collected OSR for the previous FY within +/- 10% of the budget score 1 or else score 0.</p>	<p>0</p>	<p>On page 20 of AFS</p> <p>LLG OSR budget: 154,415,640</p> <p>Actual: 176,993,059</p> <p>Percentage performance</p> <ul style="list-style-type: none"> • $\frac{176,993,059}{154,415,640} \times 100$ • 114.66% • = 114.66%; which is not within +_10% of the required percentage budget performance.
8	<p>Increase in LLG own source revenues from last financial year but one to last financial year.</p> <p>Maximum score 1</p>	<p>Evidence that the OSR collected increased from previous FY but one to previous FY by more than 5 %, score 1 or else score 0</p>	<p>0</p>	<p>On page 20 of AFS</p> <ul style="list-style-type: none"> • Actaul OSR FY 2022/2023 : 190,085,913 • Actaul OSR FY 2023/2024: 176,993,059 • Difference: - 13,092,854 • Percentage performance: 6.9% • There was a decrement in OSR actual collection by 6.9% thus no increment
9	<p>The LLG has properly managed and used OSR collected in the previous FY</p> <p>Maximum score 4</p>	<p>Evidence that the LLG:</p> <p>i. Has remitted OSR to the administrative units, score 1 or else score 0.</p>	<p>0</p>	<p>LLG availed AFS</p> <p>LLG remitted funds to the parihs inform of an activitiy.</p> <p>LLG informed assessment team that remittance was done inform of construction of 2 stance pit latrine at subcounty headquartrs costed amount 7,,754,246.at Mukuju Parish</p> <ol style="list-style-type: none"> 1. Payment voucher serail number 1348; 2. Payment voucher number: 22/6; <p>Under page 54 of AFS under works for civil works</p> <p>LLG spent 9,952,000 including retention which is less than the mandatory share of 10% of Actaul OSR totaling to 17,699,305 required for parish(es) sharing.</p>

<p>Evidence that the LLG:</p> <p>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</p>	<p>0</p>	<p>LLG availed AFS</p> <p>On page 54 of AFS</p> <p>20% of OSR= 12,389,514</p> <p>Councillors Emoluments= 17,580,000 on page 54 of AFS under council and satutory bodies component of allowances.</p> <p>LLG used more than 20% of OSR on councilors allowance.</p> <ul style="list-style-type: none"> • LLG availed AFS. • LLG availed payment vocuhers for expenditures for O&M
<p>Evidence that the LLG:</p> <p>iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0</p>	<p>1</p>	<ol style="list-style-type: none"> 1. Being payment for compound mowing and flower treaming 2. Replacing door frames totalling to 3,168,000 <ul style="list-style-type: none"> • Payment serial number 177; • Payment vocuher number: 16/6
<p>Evidence that the LLG:</p> <p>iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0.</p>	<p>1</p>	<p>OSR publicized and how it was used on status report dated 12/06/2024.</p> <p>for instance OSR was used for procurement of computerised set of accessories; vocuher number 14/3; serial number: 173; procuremnt of three in one printer printer, photocopier and scanner.</p>

Assessment area: D. Financial Management

<p>10</p> <p>The LLG submitted annual financial statements for the previous FY on time</p> <p>Maximum score is 4</p>	<p>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>LLG availed AFS FY 2023/2024 submitted to Auditor General dated 30/08/2024 which is within required timeframe of by 31st August.</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>	1	<p>LLG submitted quarter one financial and physical progress report on 11/10/2024 which is within required time frame of by 15th October.</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>	1	<p>LLG submitted quarter two financial and physical progress report on 11/01/2024 which is within required time frame of by 15th January</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>	1	<p>LLG submitted quarter three financial and physical progress report on 11/04/2024 which is within required time frame of by 15th April</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>	3	<p>LLG submitted quarter four financial and physical progress report on 12/07/2024 which is within required time frame of by 30th July.</p>

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

12	<p>Appraisal of all staff in the LLG in the previous FY</p> <p>Maximum score is 6</p>	<p>Evidence that the SAS/Town Clerk appraised staff in the LLG:</p> <p>(i) All staff in the LLG including extension workers in the previous FY (by 30th June): score 2 or else 0</p>	2	<p>All staff in the LLG including extension workers in the previous FY were appraised.</p> <ol style="list-style-type: none"> 1. Nasirumbi Damali : SAS; appraised on 28/06/2024. 2. Anyago Elizabeth: Assessment period 1/04/2024 to 31/7/2024 dated 1/04/2024 3. Akware Irene Violet: Assessment period: 1-04/2024 to 31/7/2024; appraised. <p>All the staff were appraised within the required timeframe of by 30th June of previous FY.</p>
----	---	--	---	--

LLG SAS appraised staff in Primary School Head teachers in public primary schools in the previous school calendar year by 31st December

LLG availed appraisal evidence for the following schools

- Kajarau Primary School
- Morut Stephen: Headteacher: Appraised on 29/12/2023
- Akworot Primary School
- Anyanga Margret: Headteacher: appraised on 29/12/2023.
- Atiri Primary School
- Ongalla Nicholas: Headteacher: appraised on 29/12/2023

All the appraisals fall within the calendar year timeframe for appraisals of primary schools Headteachers of by 31st December.

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

2

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

0

LLG did not avail appraisal evidence of health in-charges of the health facilities operating in the LLG

13

Staff duty attendance

Evidence that the LLG has

(i) Publicized the list of LLG staff: score 3 or else 0

3

LLG publicized list of LLG staff on notice board stipulating their names and titles

Maximum score is 6

LLG produced monthly analysis of staff attendance of duty with recommendation to CAO

LLG availed staff analysis for month of July, June, May, April, March, February, January; 2024

Below is analysis for month of January sampled.

Evidence that the LLG has

(ii) Produced monthly analysis of staff attendance with recommendations to CAO/TC score 3 or else 0

3

- Nasirumbi Damali: SAS
- Working days 22
- present: 22
- Absent: 00
- Remark: Excellent
-
- Among Juliet: CDO
- Working days 22
- present: 22
- Absent: 00
- Remark: Excellent
-
- Apolot Magdalyne: Assistant Accountant
- Working days 22
- present: 21
- Absent: 01
- Remark: Very Good

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

LLG availed AFS

DDEG IPF: 15,302,641

80% component for Infrastructure development: 12,242,113.8

Investments

1. Purchase of office desks, office cupboards, office chairs, sofa sets and engraving; LLG SAS availed a report dated 31/05/2024;

And on AFS; details are depicted on page 54 AFS.

10% component of Investment servicing including monitoring and evaluation.: 1,530,264

For monitoring; LLG availed report dated 24/11/2023 for projects monitored among which included monitoring of George Corner via Atiri S.S to Mile 7 CAR 4.5km and findings show that the road is passable and facilitates education and health services within the LG

This is as well denoted on page 54 of AFS

8% component for parish planning including data collection and monitoring at parish level; 1,224,211.

LLG availed data report on household, population and pit latrine coverage per parish

For instance Akworot Parish

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 implementation guidelines: Score 2, or else score 0

2

Village	Male	Female	HH Total
Akworot A	189	179	358
Akworot B	169	170	339
Akworot C	105	142	247
Akworot East	168	172	340
Akworot S.E	180	204	384
Akworot West	97	124	224

• Well stipulated on page 55 of AFS

On 2% component for Nutrition committee.: 306,052

Composition of Nutrition committee availed by the LLG

1. Nasirumbi Damali : SAS : Chairperson
2. Among Juliet : CDO: Secretary
3. Agero Judith: Agric Officer: Member

LLG availed minutes of meeting held by the nutrition committee dated 16/05/2024

Action points noted

1. Meeting will be conducted on quarterly basis
2. Nutrition behaviour change communication and social mobilization and sensitization on first quarter of 2024/2024

15	<p>The LLG spent the funds as per budget</p> <p>Maximum score is 2</p>	<p>LLG availed AFS</p> <p>On page 54 of AFS</p> <p>Budget celing for main sector programs: 43,590,000</p> <p>Budget execution of main sector programs: 43,590,000</p> <ul style="list-style-type: none"> • Performance pErformance = $\frac{43,590,000}{43,590,000} \times 100$ • • = 100% whihc is within +_10% thus no deviation.
	<p>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</p>	
16	<p>Completion of investments as per annual work plan and budget</p> <p>Maximum score is 3</p>	<p>LLG availed a progress report dated 14/06/2024 entailing the status of investment projects.</p> <p>The report entailed the following investment projects.</p> <ul style="list-style-type: none"> • Project: Construction of a two stance pit latrine at LLG headquarters at Ug.Shs.10,000,000: and spent funds: Ug.Shs.9,000,000 • Status: Completion level (painting remining) • Project: Retooling SAS office and procurement of Plastic Chairs at Ug.Shs.12,090,000 • Status: Completed. • Project: Computer set, printer, computer accessories and maintenace at Ug.Shs.6,000,000 • Status Completed
	<p>Evidence that the investment projects planned in the previous FY were completed as per work plan by end of FY (quarter four) :</p> <p>If more than 90 % was completed: Score 3</p> <p>If 70% -90%: Score 2</p> <p>If less than 70 %: Score 0.</p>	

Assessment area: G. Environmental and Social Safeguards

17	<p>The LLG has implemented environmental and social safeguards during the previous FY</p> <p>Maximum score is 2</p>	<p>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</p>	2	<p>LLG carried out environmental, social and climate change screening</p> <p>LLG availed screening forms for the following investments</p> <ol style="list-style-type: none"> 1. Maintenance of milo 4 simba via Adunia to corner cafe in Mukuju Central and Akoret dated 13/03/2024. 2. Maintenance of milo 5 via Georges corner to Atiri ss located in core PTC, Atiri C and Atiri D; Mukuju dated 13/03/2024. 3. Maintenance of Milo 6 Atiri Primary School CAR dated 13/3/2024.
18	<p>The LLG has an Operational Grievance Handling System</p> <p>Maximum score is 2</p>	<p>(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</p>	1	<p>LLG has specified a system for recording, investigating and responding to grievances.</p> <p>LLG availed a grievance Log book with recorded grievances.</p> <p>For project of construction borehole relocated for koi B to Akworot II zone</p> <ul style="list-style-type: none"> • Grievance recorded; Chairperson water user committee over powered the other members. • The recorded grievance was addressed through community dialogue. • • On project for maintenance of milo 5 via Georges corner to milo 7 road • Grievance recorded: Resistance of people to allow water channels to be opened on their land • Solution : This was resolved through sensitization of the people living the road. • • Another grievance record was about; resistance to allow the borehole be constructed on the Land yet the survey show enough water levels at Putiri zone. • This issue was resolved through dialogues with sam okello owner

(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 1

The grievance redress mechanism publicized on notice board of the LLG

19 The LLG has a functional land management system
Maximum score 1

LLG have a constituted Area Land Management Committee in place.

LLG availed appointment letters for the members

- Okware Ernest
appointment dated 4/3/2022
- Minute number:
Min19/TDLG/C/24/11/2021
- Athieno Phiona
- Minute number:
Min19/TDLG/C/24/11/2021
- Alupot Mary
- Minute number:
Min19/TDLG/C/24/11/2021
- Ajalet Polline
- Minute number:
Min19/TDLG/C/24/11/2021

LLG also availed minutes between the subcounty Area land Committee of Mukuju and Nyangole and Ministry MFPE (Equal opportunity) held on 18/3/2024 at the subcounty headquarters.

key issues discussed in the meeting.

1. Right to own land by women
 2. Facilitation of area land committee
 3. roles and responsibilities of area land committee
- LLG also vailed meeting minutes dated 6/11/2023 at the subcounty headquarters
 - Key issues dicussed in the meeting
1. The subcounty needs to avail the committee with copy of the application form for survey
- Minutes of area land committee dated 26/9/2023
 - Resolutions noted in the report

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

1. The subcounty area Land Committee to sensitize the community on the importance of inspection
2. Follow-up with the issue of protective equipment like gumboots
 - Minutes of area land committee meeting held on 16/8/2023.
 - Resolutions
1. Need for community sensitization on benefits of surveys
2. Come up with schedule for community sensitization
3. Sensitize/Induct of subcounty area land committee.

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

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

LLG availed evidence of a report on awareness campaigns and parent's mobilization for improveemnt of education services.

- LLG availed a report dated 20/2/2024 on community mobilization and awareness creation on education services held at Mukuju Zone
 - **Issues noted in the report**
1. Negative attutuude of community towards government program
 2. Escaping of pupils in schools
 3. Poverty in most families

Recommendations

1. Mindset change by community
2. Men involmment in garden work

LLG also availed report dated 12/6/2024 held at dodo tree in Kajarau parish about sensitization meeting on education services on school feeding and provision of scholastic materials to learners by parents.

Key issues noted in the report

1. Compulsory feeding of pupils in schools
- LLG availed report dated 3/12/2023 for awareness campaign held at Akworot Primary School.
 - **Key issues noted in the report.**
1. Irresponsible parenthood
 2. Poor group influence
 3. Teacher effectivenesss

Recommendations

1. Compulsory feeding at school

LLG also availed awarenss report dated 20/09/2023

Monitoring of service delivery in basic schools

Maximum score is 4

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:

If all schools (100%) - score 4

If 80 – 99% – score 2

If 60 to 79% score 1

Below 60% score 0

4

LLG 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:

LLG availed monitoring reports entailing aspects of enrollment, teacher details and ratios, observation of SOPS/Safety issues, drop out and re-enrolment, identifying existence of functional statutory bodies in schools and findings about support supervision and inspection.

Kajarau Primary School

1. Term Three Report dated 25/9/2023 entiling enrolmment status.
2. Term two dated 5/2/2024
3. Term three dated 13/6/2024.
4. Term One dated 5/2/2024

Mukuju Primary School

1. Term III dated 4/9/2023
2. Term II report dated: 27/5/2024
3. Term I report dated 24th April, 2024

Atiri Primary School

1. Term III report dated: 26/9/2023
2. Term I report dated:: 19/2/2024
3. Term II report dated:: 27/5/2024

Odikai Primary School

1. Term III report dated:: 27/9/2023
2. Term II report dated: 27/05/2024
3. Term I report dated: 5/2/2024

Akworot Primary School

1. Term III report dated: 25/9/2023
2. Term IIreport dated: 27/05/2024
3. Term I report dated: 9/2/2024

LLG monitored all schools in the three terms standing at 100% percentage performance.

Existence and functionality of School Management Committees

Maximum score is 3

Evidence that the LLG have functional school management committees in all schools; score 3, else score 0

3

LLG have functional school management committees in all schools;

LLG availed minutes for SMC meetings held in various schools operating in the LLG.

- **Kajarau Primary School**

- SMC minutes dated 27/06/2024

- **Issues noted**

1. Need to provide mid-day meals
2. Need to provide scholastic materials

- SMC minutes dated 5/12/2023

- **Issues noted**

1. Indiscipline of learners and feeding

- **Mukuju Primary School**

- SMC minutes dated 28/3/3034

- **Notable issues in the minutes**

1. Only 46 pupils feed at school

- **Atiri Primary School**

- SMC Minutes dated 29/12/2023

1. Key issues noted in the minutes
2. Parents to mobilize the learners back to school

Odikai Primary School

- SMC minutes dated 7/03/2024

- Key action points noted

1. All children to have mid-day meals.

- **Akworot Primary School**

- SMC minutes dated 28/11/2023.

- **Key issues noted in the discussion**

1. Poor Performance during mock and need to improve to good performance

23

Awareness campaigns and mobilization on primary health care conducted in last FY

Maximum score is 3

Evidence that the LLG has conducted awareness campaigns and mobilized communities for improved primary health care service delivery score 3, else score 0

LLG carried out awareness campaigns and mobilization on primary health care conducted in last FY

- LLG availed a report dated 12/6/2023 on access to education for all
- **Notable issues compiled in the report.**
- 1. Lack of midday meals; all parents to supported; Awareness raising held at Kajarau Primary School.
-
- A report dated 20/2/2024 held at Mukuju Primary School venue.
- Awareness raising about teenage pregnancies and early marriages
- **Key actions taken note**
- 1. Ensuring access to education for girl child to reduce on teenage pregnancies.

LLG availed a report dated 22/03/2024 on community sensitization on IRS activities conducted on the 18/03/2024

Key findings noted in the report

Community resolved that they open their houses for Spraying

1. LLG availed a report dated 2/22/2023 on community sensitization on hygiene and sanitation

Report dated 29/09/2023 on community sensitization on health service delivery in Kajarau Parish.

LLG also availed report dated 31/05/2024.

24

The LLG monitored health service delivery at least twice during the previous FY

Maximum score is 4

LLG availed monitoring reports entailing aspects of health service delivery during the previous FY,

- LLG availed quarter two monitoring report on health service delivery at mukuju HCIV dated 10 January, 2024
- **Objectives**

To ascertain the operations of the Health Centre on aspects of

health service delivery on aspects of Staff attendance on duty, utilization of PHC funds, availability of drugs, functionality of HUMC, Hygiene and sanitation of the facility;

Findings

1. On staff attendance; out of staff ceiling of 48 staffs the health facility has only 38 staff
2. On drugs and medical supplies; it was reported that essential medicines and supplies are received on regular basis as per the cycle but inadequate to cater for the big numbers of patients.
3. On patient Waiting time; Patients wait for a long time as there is inadequate staffing and also the procedures of registration and others.

Recommendations

1. There is need for more staffing especially the critical staff
2. The district should consider mukuju HCIV in terms of drugs and other medical supplies looking at the catchment area of the facility.
3. There is need to add another staff in the laboratory to shorten the waiting time for results by the long queues of patients.

- LLG availed report dated 28/8/2023 on routine monitoring of health Service delivery at Mukuju HCIV carried out on 24/08/2023

• General findings

1. The Senior Medical Officer is committed
 2. Improved attendance on duty by staff
 3. The facility has a functional motorizable borehole to ensure stable water supply.
 4. Functional laboratory which serves a big number of patients beyond mukuju subcounty
- LLG availed quarter three report monitoring report on Health Service Delivery

Evidence that LLG monitored aspects of health service delivery during the previous FY , score 4 or else score 0

4

at Mukuju HCIV dated 8
April, 2024

- **Objective**

To ascertain the operation of
the Health centres on aspects
of health service delivery

1. Staff attendace on duty
2. Flow and utilization of PHC
3. Availibility of drugs

Existence and functionality of Health Unit Management Committee

Maximum score is 3

LLG have functional Health unit Management Committee for all Health Facilities in the LLG;

LLG availed composition of HUMC comittee

1. Ondera David:
Chairperson: 0782470182
2. Ekwaro Silver: Youth Representative:
0700521079
3. Okware Azalia: PWD Representative:
4. Adongo Hellen Egessa:
HSD representative:
0772953360
5. Tanga Emmanuel:
0779382284
6. Zebia Abbo Onyango:
Women Representative:
0772884599

LLG availed HUMC Minutes dated 14/3/2024

- Issues discussed

1. Infrastructure shortages
2. Inventory for Health centre to be updated.
3. Health Workers to chnage their attitude towards PWDs.

- HUMC minutes dated 11/8/2023
- Issues dicussed in the meeting.

1. Randalization of facility.
2. Contribtuion of water user committee
3. delayed relaseof funds.

HUMC minutes dated 21/06/2024 for Mukuju HC IV

- Issues discussed

1. HUMC guidelines
2. Visit different departments in facilities
3. Inadequate staff
4. In_cahrge to assign more nurses to support the OPD to make four in number under minute 6

Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0

3

26	<p>Evidence that the LLGs submitted requests to the DWO for consideration in the current FY budgets</p> <p>Maximum score is 3</p>	<p>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</p>	3	<p>LLG SAS submitted in writing requests to the DWO for consideration in the planning of the current FY.</p> <p>A request letter for borehole in Akworot 'A' zone and Akoret B zone, Akoret Parish, Mukuju (Origoi-Kwapa TC) received on 13 february, 2024)</p>
27	<p>The LLG has monitored water and environment services delivery during the previous FY</p> <p>Maximum score is 3</p>	<p>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</p>	3	<p>LLG SAS monitored and supervised aspects of water and environment services during the previous FY including review of water points and facilities,</p> <p>A monitoring report dated 26/6/2024 on water sources in Mukuju Subcounty.</p> <p>The water sources includes; spring wells, boreholes, shallow wells.</p> <p>Boreholes non functional include;</p> <p>Akworot East borehole; Kajarau Central borehole, Akworot South west borehole.</p> <p>The report submitted to CAO by Nasirumbi Damali, SAS Mukuju.</p>

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

LLG have functional Water and Sanitation Committees.

Composition have title positions such as Chairperson, Vice Chairperson, Secretary, Treasurer, Mobilizer, Care takers(2) Women Representatives, Youth Representatives, PWDS representative.

A training report of water user committees for a training carried out on 22nd to 26th April, 2024 by CDO availed and topics covered include; Hygiene and sanitation, Gender Mainstreaming, ideal homestead.

LLG also availed a report detailing all water user committees in every water source(s) dated 29/4/2024.

LLG also availed minutes for meetings held by water user committees of Akworort Parish dated 1/03/2024.

Issues discussed during the meeting.

1. Avoid cutting down trees near water sources.

Wayforwards noted

1. Replace non active members
2. safeguard water source
3. Open trenches to allow flow of water

LLG also availed water user committee for a meeting held on 4/3/2024 in Atiri Parish

Minutes of water user committee meeting held in Akoret Parish on 7/03/2024.

29	<p>Functionality of investments in water and sanitation facilities</p> <p>Maximum score is 2</p>	<p>Evidence that the SAS has an updated lists on all its water and sanitation facilities (public latrines) and functionality status. Score 2 else 0</p>	2	<p>LLG have Updated reports submitted showing the water and sanitation status of the Sub County for all facilities.</p> <p>A monitoring report dated 26/06/2024 contains all water and sanitation facilities in Mukuju and their status submitted by SAS Damali Nasirumbi.</p> <p>LLG also availed updated list of water sources and sanitation facilities dated 26/6/2024 including updated list of pit latrine coverage in the 5 parishes of Akoret, Kajarau, Akworot, Mukuju, Atiri, Mukuju; Submitted to CAO by SAS Nasirumbi Damali.</p>
----	--	---	---	---

Assessment area: L. Production Services Management

34	<p>Up to date data on agriculture and irrigation collected, analyzed and reported</p> <p>Maximum score is 2</p>	<p>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.</p>	2	<p>LLG extension staff collected, analyzed and reported data on agriculture.</p> <p>LLG availed a report on Production Statistics submitted to DPO on 22/06/2024 and covered aspects of crops, animals for parishes of Atiri, Kajarau, Akworot, Mukuju, Akoret;</p> <p>A report dated 8/01/2024 was availed by LLG extension staff covering five parishes as well.</p>
35	<p>Farmer awareness and mobilization campaigns carried out through farmer field days and awareness meetings</p> <p>Maximum score is 2</p>	<p>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</p>	2	<p>LLG carried out awareness and mobilization campaigns on all aspects of agriculture</p> <p>LLG availed awareness report submitted to DPO on 4/02/2024.</p>

36	<p>The LLG has carried out monitoring activities on production activities for crops, animals and fisheries</p> <p>Maximum score is 2</p>	<p>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</p>	2	<p>LLG extension staff implemented monitoring activities on agricultural production.</p> <p>LLG availed a monitoring report dated 15/04/2024 and covered aspects of PDM, UgiFT and extensions grant beneficiaries.</p>
37	<p>Farmer trainings through training farmer field schools and demonstrations organized and carried out</p> <p>Maximum score is 2</p>	<p>If the LLG extension staff has carried out farmer trainings on irrigated agriculture, agronomy, pests and 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.</p>	2	<p>LLG extension staff carried out farmer trainings.</p> <p>LLG availed trainign reports submitted to LG Production Office</p> <ol style="list-style-type: none"> 1. Q1 to Q2 dated 18/3/2024; training on cassava and maize agronomy and soil and water conservation. 2. Q3 dated 18/4/2024 training on farming, crop and disease management 3. Q4 dated 6/6/2024 training on enterprise selection management. 4. Q1 to Q2 training on vaccination of birds, pasture management, feed formulation and nutrition 5. Q3 report dated 9/04/2024 training on modern animal husbandary practices 6. Q4 report dated 30/06/2024 training on enterprise selection and management.
38	<p>The LLG has provided hands-on extension support to farmers and farmer organizations / groups</p> <p>Maximum score is 2</p>	<p>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</p>	2	<p>LLG extension staff provided extension support to farmers and farmer groups.</p> <p>LLG availed quarterly field reports.</p> <p>Q3 dated 18/03/2023; Field reports on PDM and trained beneficiaries.</p> <p>Q2 dated 31/03/2023; field reports on farmer follow-up that were trained on modern animal husbandary practices.</p> <p>Q4 report dated 30/06/2024 on PDM, UgiFT beneficiary assessment on progress.</p>