



LLG Performance Assessment

LLG Performance Assessment

Rubongi Subcounty

(Vote Code: 236983)

Score 86/100 (86%)

No.	Performance Measure	Scoring Guide	Score	Justification
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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 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 all the three coded parishes out of six parishes in Rubongi sub-county had PDCs duly constituted as per the PDM guidelines. The list of PDCs by coded parish (Kidera, Panyangasi and Rubongi) is attached.</p> <p>The composition of PDCs in coded parishes only at Rubongi sub-county was as follows:</p> <p>Kideraa Parish</p> <p>Ochieng Stephen Aluka, LC2 Chairperson</p> <p>Apio Elizabeth, Chairperson Parish Women Council</p> <p>Okello Emmanuel, Chairperson Parish Youth Council</p> <p>Owor Yolam, Chairperson Parish Disability Council</p> <p>Okello Hannington, Chairperson Parish NRM</p> <p>Oyuki Richard, Chairperson Parish Older Persons Council</p> <p>Obonyo Proscovia, Parish Chief</p> <p>Panyangasi Parish</p> <p>Ochieng George, LC2 Chairperson</p> <p>Nyaketcho Josephine, Chairperson Parish Women Council</p> <p>Obbo Francis Apel, Chairperson Parish Youth Council</p> <p>Obbo Paul, Chairperson Parish Disability Council</p> <p>Oyuki Richard, Chairperson Parish NRM</p> <p>Opendi Centuriou, Chairperson Parish Older Persons Council</p> <p>Alukudo Naome Beatrice, Parish Chief</p> <p>Rubongi Parish</p> <p>Ochieng George, LC2 Chairperson</p> <p>Apio Faith, Chairperson Parish Women Council</p> <p>Osal George, Chairperson Parish Youth Council</p> <p>Opondo Senturions, Chairperson Parish Disability Council</p> <p>Oketch Shadrack Yafesi, Chairperson Parish NRM</p> <p>Obbo Alfred, Chairperson Parish Older Persons Council</p> <p>Namusabi Suzan, Parish Chief</p>
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There was also evidence that the PDCs were functional by holding quarterly meetings in line with what they were supposed to do in their respective parishes. For example, review of the minutes showed that Kidera PDC held meetings on 31/8/2023, 28/11/2023 and 13/6/2024; Panyangasi PDC held meetings on 24/8/2023, 24/11/2023 and 12/6/2024; Rubongi PDC held meetings on 15/8/2023, 18/12/2023 and 13/6/2024 all PDCs discussed on issues to do with PDM, among other development activities in their parishes.

However, there was no evidence of minutes presented to proof that PDCs appraised all proposals submitted for revolving funds. This was because the appraisal of proposals for the revolving funds was no longer the responsibility of the PDCs but it was the responsibility of the PDM SACCO Loan Committees

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>	0	<p>Although data from all the parishes in Rubongi sub-county had been compiled through PDMIS, there was no evidence of updated data and their analysis disaggregated by village, gender, age and economic activity, among others.</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 & CSO operating in the LLG and involved them in raising awareness about the PDM and planning cycle: score 2, or else 0</p>	2	<p>There was evidence on the mapping of NGOs, CBOs and CSOs operating in Rubongi sub-county as per the NGOs, CBOs and CSOs mapping report (MIFUMI, Kolir Women Development Organization, Rotary Club Sam Otori, Kyetume Community Based Health Services, Child I Foundation, Justice Centre, UGANET, Rubongi Development Foundation, Rubongi Sub-county Women's Network, Fathers' Destiny, LERWA and Seeds of Hope) found on file dated 24/4/2024. There was also evidence on file where two NGOs (MIFUMI and LERWA) were involved in raising awareness about PDM and planning cycle during the budget conference held on 10/10/2023. According to the attendance sheet, Apio Faith Norah (0781183431) and Asinde Regina (0759181995) represented MIFUMI and LERWA, respectively.</p>

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

Although all 6 parishes of Rubongi sub-county did not have parish development action plans for FY 2024/2025, there was evidence of an approved sub-county work plan and budget for FY 2024/25 by Council reflecting parish activities under minute 9/Council/07/5/2024 in the meeting held on the 7th May 2024.

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

All the 6 parishes had their respective parish priority enterprises, which were as follows: Agola parish (Poultry, Piggery and Cassava); Aturukuku parish (Poultry, Piggery and Cassava), Kidera parish (Poultry, Piggery and Cassava); Panyangasi parish Local cattle, Piggery and Cassava); Powendo parish (Poultry, Piggery and Cassava); and Rubongi parish (Poultry, Piggery and Cassava)..

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

1

Opening of Aturukuku Bendo CAR, opening of Posewe-Pomendi, opening of Kidera-Gwaragwara, opening of Panyangasi-Podere to Chikuluk are on Pg 78-81 of the Development plan, budget pg 8/9 & AWP Pg 9/10 hence the three documents are linked.

Maximum score is 6

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

All the 6 parishes of Aturukuku, Rubongi, Agola, Kidera, Panyagasi & Powendo presened and priority projects are included in the planning and budgeting process.

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY: 1

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

The budget conference was held on 15/10/2023 and projects like opening of Aturukuku Bendo CAR, opening of Posewe-Pomendi, opening of Kidera-Gwaragwara, opening of Panyangasi-Podere to Chikuluk are out come of the meeting held.

iv. That the LLG budget include investments to be financed by the LLG score 1 or else 0 1

The LLG budgeted for ICT at shs 600,000 on Pg 4 of the AWP using the OSR.

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

The project profiles totaling to Shs16,691,216 was prepared for all capital investment.

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

The Approved budget was submitted on 13/5/2024 to CAO's office

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

Maximum score is 2

Procurement plan was submitted on 24/4/2024

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

Maximum score is 2

Total investment cost is shs 13,719,455 out of 17,149,319 representing 80% allocation hence complying with the DDEG.

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.	0	FY 2023/24 Actual 6,503,550/total budget 12,526,112 %tage performance 52%
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	0	FY 2022/23 Actual 12,273,311-FY 2023/24 6,503,550 =5,769,761 %tage decrease 47%
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, score 1, else score 0.	0 0 1 1	🔗 No evidence of OSR remittance to the District or Local Councils Spent more than 20% of OSR on councilor's allowances without authority granted by the Minister. Budgeted for OSR and funds used on operation & maintenance. (Pg 7 of the Approved Budget FY 2023/24 and VR 23/5) 🔗 Evidence of Publicizing OSR and how it was used for the previous FY as seen on the notice board.

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	AFS was submitted on 30/8/2024 for previous FY
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: i. Q1 by 15th October score 1 or else 0	1	Availed a signed copy of PBS Q1 submitted to CAO's office and to other relevant authorities on 10th/10/2023
Maximum score is 6	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: ii. Q2 by 15th January score 1 or else 0	1	Availed a signed copy of PBS Q2, submitted to CAO's office on 11th/01/2024 and to other relevant authorities.	
	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: iii. Q3 by 15th April score 1 or else 0	1	Availed a signed copy of PBS Q3, submitted to CAO's office on 12th/04/2024 and to other relevant authorities.	
	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: iv. Q4 by 30th July score 3 or else 0	3	Availed a signed copy of PBS Q4, submitted to CAO's office on 05th/07/2024 and to other relevant authorities. Reported PDM funds and how they were spent.	

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> <p>2</p>	<p>SAS appraised Staff in the LLG</p> <p>Six parishes chiefs of parishes; Rubongi, Agola, Powendo, Kidera, Aturukuku as well with extension workers of two produvtn staff.</p> <p>The staff were appraised and submission made on 8th July, 2024.</p> <p>Production Staff through the HOD on 8th 07 2024.</p>
		<p>Evidence that the SAS/Town Clerk appraised staff in the LLG:</p> <p>(ii) Primary School Head teachers in public primary schools in the previous school calendar year (by 31st December) – score 2 or else 0</p> <p>2</p>	<p>LLG availed evidence of appraisal of Headteachers in public primary schools operating in the LLG.</p> <p>Schools Operating in the LLG</p> <p>Kidera Primary School</p> <p>Rubongi Primary School</p> <p>Agola Primary School</p> <p>Panygangasi Primary School</p> <p>Tororo Army Primary School</p>
		<p>Evidence that the SAS/Town Clerk appraised staff in the LLG:</p> <p>(iii) HC III & II In-charges in the previous FY (by June 30th) – score 2 or else 0</p> <p>0</p>	<p>LLG availed appraisal for only one health facility yet there are two health facilities operating in the LLG</p> <p>LLG availed In-Cahrge for Panyangasi Health Centre III whose was appraised on 28/06/2024.</p>
13	<p>Staff duty attendance</p> <p>Maximum score is 6</p>	<p>Evidence that the LLG has</p> <p>(i) Publicized the list of LLG staff: score 3 or else 0</p> <p>3</p>	<p>LLG publicized staff list on the noctyice baord.</p>
		<p>Evidence that the LLG has</p> <p>(ii) Produced monthly analysis of staff attendance with recommendations to CAO/TC score 3 or else 0</p> <p>3</p>	<p>LLG Produced monthly analysis of staff attendance with recommendations to CAO.</p> <p>July dated 2/08/2023 submitted on 4/08/2023</p> <p>August dated 2/08/2023 submitted on 1/09/2023</p> <p>September 2023 submitted on 12/10/2023</p> <p>Other months include; October, November, December; 2024; January 2024; Febrauary, March, April, May and June; all with recommendations to CAO</p>

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, budget, and implementation guidelines: Score 2, or else score 0	2	A total of shs 14,583,265 was spent on investment cost out of a total budget of shs 17,278,636 performing at 84% hence complying with the DDEG guidelines.
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	2	All funds were used as planned eg DDEG funds were used as planned at 100% execution without deviating
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.	3	All programs were completed within the FY by end of Q4

Assessment area: G. Environmental and Social Safeguards

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	E&S screening forms were filled for maintenance of Pakalast to Musikere CAR, Poluro to Kachinga CAR, Posere-Pomwedo-Kidera to Gwragwara CAR Padri to Pochera.
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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> <p>(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</p>	<p>1</p> <p>1</p>	<p>The grievance log book maintained and a case was registered on 6/2/2024 by a complainant called Awori Elizabeth over the soil blocking the way to her home when the was being opened.</p> <p>The referral path ways publicized were police,LCI, Court, Land Office etc for people to obtain redress.</p> <p>The referral path ways was publicized on the Notice Board.</p>
19	<p>The LLG has a functional land management system</p> <p>Maximum score 1</p>	<p>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</p>	<p>1</p>	<p>5 members of the Area Land Committee were appointed on 1/7/2022 under minute No. 49/TDLG/C/29/06/2022 and they are Owino Ogoti C/person,Obonyo Prossy-sec, other members are Anyango Agness, Angura Pascal, Oluka David.</p> <p>The minutes of meetings to discuss land matters were held on 29/7/2023, 6/6/2024, 8/6/2024.</p>

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

20	<p>Awareness campaigns and mobilization on education services conducted in last FY</p> <p>Maximum score is 3</p>	<p>Evidence that the LLG has conducted awareness campaigns and parent's mobilization for improvement of education service delivery score 3, else score 0</p>	<p>3</p>	<p>LLG conducted awareness campaigns and parent's mobilization for improvement of education service delivery.</p> <p>LLG availed reports on awarenses for Agola of 4th Quarter dated 28/06/2024;</p> <p>Key aspects noted;</p> <ol style="list-style-type: none"> 1. Parents provision of scholastic Materials. 2. Children feed at school <p>Third Quarter report dated 8/04/2024</p> <p>Key issues noted</p> <ol style="list-style-type: none"> 1. Teachers staying in long distances 2. Parents failing to support children <p>Quarter two dated 20th December, 2023</p> <ol style="list-style-type: none"> 1. Teachers staying in long distances 2. Parents failing to support children 3. Parents failing to support children <p>First quarter report dated 28/2023.</p>
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21

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

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

- Quarter four dated 13/06/2024
- Submitted to CAO 13/06/2-24
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- Quarter Three dated 12/04/2024
- Submitted to CAO on 15/04/2024

- Quarter two dated 10/1/2024
- Submitted to CAO dated 10/1/2024

- Quarter one dated 10/10/2023
- submitted to CAO on 10/10/2023.

Key findings noted in the reports

1. Inadequate desks
2. Pitlatines stances are inadequate

22

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

LLG availed the following evidences

SMC minutes for the following schools

Kidera Primary School

- 1. Joint SMC and PTA dated 30/04/2024

Pangangasi Priamry School

- 1. SMC minutes dated 25/07/2023

Key issues discussed

- 1. Workplan 2023/2024
- 2. Budget Approval

SMC minutes dated 1/02/2023

Key issues discussed

- 1. Startegy for 2023

Agola Primary School

- 1. SMC Minutes dated 13/02/2023

Key issues discussed

- 1. Inspection
- 2. handover
- 3. Change of Signatories

Tororo Army

- 1. SMC minutes dated 17/06/2024

Key issues discussed

- 1. Inspection
- 2. handover
- 3. Change of Signatories

Rubongi Army

- 1. No SMC Availed

The SMC minutes did not have implementation reports attached

Assessment area: I. Primary Health Care Services Management

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 conducted awareness campaigns and mobilized communities for improved primary health care service delivery.

LLG availed a community dialogue in Agola report dated 29/11/2023

Aspects discussed

- 1. GBV issues such as sexual violence, Physical Violence

24	<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>LLG monitored aspects of health service delivery during the previous FY.</p> <p>Monitoring reports on health and awareness dated 26/04/2024; 13/06/2024; 15/04/2024 and 10/01/2024</p> <p>Key findings</p> <p>1. Under staffing</p> <p>LLG availed HUMC minutes dated 4/04/2023.</p> <p>Report dated 28/03/2024 on regular quarterly monitoring</p> <p>Monitoring report dated 28/12/2023</p>
25	<p>Existence and functionality of Health Unit Management Committee</p> <p>Maximum score is 3</p>	<p>Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0</p>	3	<p>LLG have functional Health unit Management Committee for all Health Facilities in the LLG.</p> <p>LLG availed HUMC members for Panyangasi HC III</p> <p>Progress reports attached to minutes.</p> <p>HUMC minutes dated 4/4/2023; 28/12/2023;27/09/2023;</p>

Assessment area: J. Water & Environment Services Management

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>A request letter of communication to CAO dated 17/04/2024</p> <p>Requesting for water in Agola A, Pojulo and Potela.</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>SAS monitored aspects of water and environment services during the previous FY.</p> <p>LLG availed Quarter four dated 13/06/2024 for the following water sources</p> <p>Rubongi Army Water Source</p> <p>1. Borehole breakdown though repaired now;</p> <p>Quarter one Monitoring report for Agola A and Panyangasi D</p> <p>1. Boreholes monitored</p> <p>Q3 monitoring report dated 12th April, 2024</p> <p>1. Agola East Borehole freshly drilled</p>

28	Existence and functionality of Water and Sanitation Committees	Evidence that the LLG have functional Water and Sanitation Committees (including collection and proper use of community contributions) score 2, else score 0	0	LLG availed not all water and sanitation committees	LLG only availed for Panyangasi B water user committee comprising of 7 members dated 24/07/2023
	Maximum score is 2			Issues in minutes of the meetings held by the committee	
				<ol style="list-style-type: none"> 1. Hygiene and sanitation 2. How Much is to be collected for maintenance 3. Team Work 	
				Rubongi S/C water source comprising of 7 members dated 4/07/2024	
				Other water user committees were not availed.	
29	Functionality of investments in water and sanitation facilities	Evidence that the SAS has an updated lists on all its water and sanitation facilities (public latrines) and functionality status. Score 2 else 0	0	LLG SAS does not have an updated lists on all its water and sanitation facilities (public latrines) and to ascertain the functionality status	
	Maximum score is 2				
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.	0	Although there was evidence of submission of production statistics reports to LG Production office on 11/4/2024 for season 1 and season 2 FY 2023/2024 crop data and 18/6/2024 for monthly disease data collection report for livestock, the data collected was not comprehensive and analyzed.	
	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	There was evidence on file where an awareness report on some aspects of agriculture was produced and submitted to LG Production office on the report dated 24/11/2023 and submitted on 5/12/2023. The awareness meetings focused on PDM, irrigation and animal disease control, among others.	
	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	There was evidence that monthly monitoring by extension staff; and supervision by the SAS was done. Monthly monitoring reports found on file and had been submitted to the LG Production office were for the months of July, August, September, October, November, December, January, February, March, April, May and June of FY 2023/2024; and three supervision reports by SAS submitted to LG Production office on 20/9/2023, 5/12/2023 and 16/2/2024
Maximum score is 2				
37	Farmer trainings through training farmer field schools and demonstrations organized and carried out	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.	2	There was evidence on file that LLG extension workers such as Anyango Villas (Agricultural Officer) and Nyamusime Ezeza (Assistant Animal Husbandry Officer) carried out farmer trainings as per attendance sheets on training reports submitted to LG Production office 20/5/2024 and 18/6/2024.
Maximum score is 2				
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	There were field reports on extension support found on file that were submitted to LG Production office on 20/5/2024. For filled agricultural extension diaries, MAAIF abolished hard copies of extension diaries and introduced e-extension diaries app in the FY 2022/2023 and in the FY 2023/2024, the app developed a problem whereby it failed to update data to-date.
Maximum score is 2				