



LLG Performance Assessment

LLG Performance Assessment

Malaba Town Council

(Vote Code: 236991)

Score 83/100 (83%)

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		There was evidence PDCs composition PDM guidelines for all the Wards. PDC composition for Akotodong Ward 1. Chairperson – Otabong Albino 2. Secretary –Aber Joan Cythia 3. NRM – Ekweny Fredrick 4. Women –Not elected 5. PWD – Abere Monica 6. Eldery – Opai Geoffrey 7. Youth – Oyesse Brian PDC composition for Obore Ward 1. Chairperson – Otabong Albino 2. Secretary –Okware Apollo 3. Women –Achiyo Rehema 4. PWD – Mumia Peter 5. Eldery – Ongura Joseph 6. Youth – Qlege David 7. NRM – Makil Rajab PDC composition for Asinge ward 1. Chairperson – Otabong Albino 2. Secretary – Akello Lillian Grace 3. NRM – Omollo Joseph 4. PWD –Opadia Stephen 5. Elderly – Odoke Max Mamia 6. Youth – Okiru Simon 7. Woman – Missing PDC composition for Amagoro Ward 1. Chairperson – Otabong Albino 2. Secretary – Emoit Nicholas 3. NRM –Odke Abraham 4. Women –Akinyi Irene 5. PWD –Oyet John Sande 6. Eldery – Oupat Eliazal 7. Youth – Onyango George PDC composition for Malaba Ward 1. Chairperson – Otabong Albino 2. Secretary – Nassimbura Esther Victor 3. NRM –Otabong Alibino

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

4. Women –Missing
5. PWD –Etyang Richard
6. Eldery – Obore George Alfred
7. Youth – Emoito Gilbert

The LLG availed minutes of community mobilization for individuals and groups to participate in government programmes for all the parishes.

Akolodong ward meetings held on 18/ 12/2023 and 8/1/2024

Malaba ward meetings held on 13/12/2023, 10/01/2024 and 24,05,2024

Amagoro ward meeting held on 23/5/2024, 9/1/2024, 13/12/2023 and 10/6/2024

Asinge Ward meetings held on 4/1/2024 and 13/12/2023

Obore ward meetings held on 14/12/2023, 2/3/2023. Minutes not signed by chairperson

List of proposals in place for the revolving funds for all the parishes per village

Obore ward

Poultry, piggery and cassava

Asinge ward

Poultry, piggery, maize and cassava

Malaba ward

Poultry, maize piggery and cassava growing

Amagoro ward

Poultry, cassava, piggery and maize

Akolodong Ward

Poultry, Piggery, maize and cassava

The LLG availed minutes of appraisal/ vetting meeting for all the parish submitted for revolving fund during the previous FY availed.

Akolodong ward minutes-1/7/2-23, 15/08/2023 and 11/8/2023

Obore ward minutes - 14/08/2023

Amagoro ward minutes -

6/9/2023 and 8/8/2023

Malaba ward minutes -
28/6/2023 and 29/6/2023

Asinge ward minutes -
29/6/2024, 6/7/2023

- 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.
- 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

Data was availed for all the wards on community profiling disaggregated by village, gender, age, economic activity as stipulated in the PDM guidelines

Maximum score is 2

- 3
- The LLG provided guidance and information to the Village Executive Committees and PDCs on strategies for the development of the parish
- 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
- 2

Mapping reports for NGO's for all the wards availed i.e. ASHWA, North star alliance, KOWDO Uganda cares, UGANET, Uganda cranes, Reproductive health Uganda, Justice Centre Uganda, IJM, God Heals Herat, Maritopes, UWESO, Baylor Uganda, Most At Risk Population (MARPS), Child Foundation, Compassion International, Eastern African Subregion Support Initiatives.

Maximum score is 6

- 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 evidence of minutes of meetings with the PDC and village executive to discuss activities implemented in the previous FY. Meetings were held per parish ie. Asinge ward- 26/8/2023, Amagoro Ward- 17/7/2023, Malaba ward - 1/9/2023, Obore ward - 27/7/2023, Akolodong

- 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

There was evidence minutes of meeting with the PDC and village executive held on ;Approved priorities to be implemented in the current FY. Priority enterprises include purchase of land for the ward market, Road maintenance and construction of ward offices.

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

Construction of waiting shade at Malaba HCIV on page 17 in the annual workplan in the development plan on page122

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

Buying of land in annual workplan on page 17, public toilet on page 17 and minutes indicate that meeting was held on 10/8/2023

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

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

1

There was evidence to show that the LLG held a budget conference on the 16/11/2023. In the Annex of the budget conference report construction of shade for Malaba HC IV

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

1

In the annual workplan, construction of a waiting shade on page 17 while in the budget on page 14

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

There was evidence to show that the LLG prepared project profiles for consctruction of shade for Malaba HC IV on page 215

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

1

The LLG submitted the budget to the CAO on the 10/5/2024

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

There LLG prepared and submitted the procurement plan for all the procurements to done in the current FY to CAO on 24/4/2024

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

Projects in the annual workplan include:

Construction of patients waiting area at Malaba HCIV , Nutrition meeting and retooling of office chairs

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

Actual OSR - 372,129,279

Budget of LR – 872,856,260

Budget performance – 42%

Variation - 57.4%

The LLG collected less the 10% OSR for the previous FY

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 0 more than 5 %. score 1 or else score 0

0

Actual 2023/2024 –
372.129.279

Actual 2022/2023 –
393.091.609

Decline – 5.3%

There was decline of OSR collection for the previous FY

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.

0

No evidence of remittance of Local revenue to the administrative units.

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

0

$$20\% \text{ of } 393,091,609 = 78,618,321$$

Actual spent on council allowances 94811,000 against the 393,091,609 = 24% against the required 20%

Evidence that the LLG:

iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0

1

There was evidence of expenditure on operational and maintenance. The LLG spent 1,486,000 on renovation of office block, Maintenance of solar lights in the market

Evidence that the LLG:

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

LR received and the expenditure was posted on the office notice board

Assessment area: D. Financial Management

10

The LLG submitted annual financial statements for the previous FY on time
Maximum score is 4

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

Final Accounts submitted to Auditor General on 30/08/2024

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
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: 1

There LLG submitted quarterly financial and physical progress reports with a component of funding for the PDM to CAO's office on time.

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

Q1 submitted on 11/10/2023

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

Q2 submitted on 11/01/2024

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

Q3 submitted on 08/04/2024

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

Q4 submitted on 08/07/2024. All the 4 quarterly submission were within the timeframe

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

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 2

All LLG staffs had been appraised in the FY 2023/2024. All staffs were appraised on the 30/06/2024 as per the appraisal form.

1. Obbo Bonifence PHI
2. Okello Godfrey TT
3. Nafuna Christine PP
4. Okware Pius AA
5. Opio Moses EA
6. Omaset Thomas CDO
7. Oboth Richrd ALO
8. Obbo Moses AAO
9. Otabong John AAHO
10. Eyalai John Okware RA
11. Oroni Eric ALEO
12. Okware Apollo TA
13. Nassibwa Esther Victoria TA
14. Amwanga Dinah Hope TA
15. Aber Joan Cynthia TA
16. Emoit Nicholas TA
17. Imodia Faith OA
18. Ilukat George William Askari
19. Odongo James Askari
20. Ading Francis SA

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

Malaba Health IV In charge DR. Waswa Perezi SMO had been appraised on 25/06/2024

Evidence that the SAS/Town Clerk appraised staff in the LLG:

(iii) HC III & II In-charges in the previous FY (by June 30th) – score 2 or else 2

The LLG has only one public primary school namely ST. Jude primary school.

The school Head teacher Mr. Owor Emmanuel was appraised

13

Staff duty attendance

Maximum score is 6

Evidence that the LLG has

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

Staff structure and staff list displayed on the office notice board

Monthly staff attendance analyzed as follows;

1. June 2024 dated 2/7/2024 received on 04/07/2024.
2. May 2024 6/6/2024 received on 7/06/2024
3. April 2024 3/05/2024 received on 20/06/2024
4. March 2024 3/04/2024 received on 4/04/2024
5. February 06/03/2024 received on 7/03/2024
6. January dated 2/02/2024 received on 5/02/2024
7. December 2023 dated 5/1/2024 received 8/01/2024
8. November 2023 dated 11/12/2023 received 12/12/2023
9. October 2023 dated 06/11/2023 received 09/11/2023
10. September 2023 dated 30/09/2023 received on 30/09/2023
11. August 2023 dated 31/08/2023 received on the 31/08/2023
12. July 2023 dated 31/7/2023 received on 31/07/2023

Evidence that the LLG has

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

3

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

There was evidence to show that the LG spent DDEG funds on capital investments.

DDEG received was 14,992,189 and procured 57 desks worth 7,761,861Sh, road opening - 2,390,000 Masilos 0.5km and Ebere road 0.5km

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

0

Total budget - 1,295,450,404

Total received - 753,062,454

Performance - 44.2%

Variation - 55.8%

The LLG deviated more than 10% from the sector ceilings and programs

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 If 70% -90%: Score 2 If less than 70 %: Score 0.	2	There was evidence to show that the completed investments projects as per the work plan LLG procured 57 desks, Opened Masilos (0.5km)

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	0	Environment and social screening form seen but there was no evidence to show that the screened projects are in the Annual workplan
	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	1	Complaints log book in place. Complaints referral pathway seen and publicity displayed
	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	1	Grievance redress mechanism has been posted on the office notice board.
19	The LLG has a functional land management system			Appointments letters of members of area land committee seen.
	Maximum score 1			
		If the LLG has a functional Area Land committee in place to assist the LG Land board in an advisory capacity on matters relating to land, including ascertaining rights on the land score 1 or else 0	1	1. Okello John appointed on 4/03/22 2. Akadoi Margert appointed on 04/03/2022 3. Ebere Stephen appointed on the 4/03/2022 4. Obore Emmanuel appointed on the 4/03/2022
				Minutes of area land committee meetings seen dated 12/4/2023 15/5/2023

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

20

Awareness campaigns and mobilization on education services conducted in last FY

Maximum score is 3

Evidence that the LLG has conducted awareness campaigns and parent's mobilization for improvement of education service delivery score 3, else score 0

3

There was awareness creation report on improvement of education services on 29/02/2024 at St.Jude p/s and Malaba p/s in development , mid meals

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

4

According to the monitoring reports, the LLG conducted monitoring of schools as show below;

St. Jude primary school monitored on 03/07/2023, 06/02/2024, 28/05/2022, 11/09/2023

St. Jude Annex - 05/02/2024, 27/05/2024

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

3

Minutes of SMC seen.

St. Jude p/s meeting held on 29/9/2023, 22/02/2024 and 19/6/2023

Action points

Midday meals, Tests and construction of class room

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

3

Evidence of awareness creation and mobilization to improve PHC conducted on 28/06/2024 on Immunization, community involvement and Red Eyes

24	The LLG monitored health service delivery at least twice during the previous FY Maximum score is 4	Evidence that LLG monitored aspects of health service delivery during the previous FY , score 4 or else score 0 4	Monitoring reports of health service delivery provided during assessment. Q1 monitoring report dated 29/09/2023 Q2 monitoring report dated 20/12/2023\ Q3 monitoring report dated 26/3/2024\ Q4 monitoring report dated 10/5/2024
25	Existence and functionality of Health Unit Management Committee Maximum score is 3	Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0 0	Composition of HUMC for all health centre seen. Malaba HCIV HUMC meetings Q1- Minutes missing Q2 - 14/12/2023 on fence construction Q3 - 22/2/2024 Q4 - missing

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

Development of the Physical Development Plans as per guidelines

Maximum score 2

(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 else 0

1

Appointments letters seen for PHI dated 2/7/22, Architect dated 4/9/2012, Land surveyor dated 04/09/2012 District Environment Office date 1/7/2023, A.g Town Engineer dated 1/7/2023, Physical Planner dated 1/7/2023 and Town clerk dated 1/7/2023

Appointment letters presented are for the former DEO, TC and TE

Building plan registration book with lists of development seen.

Minutes of physical planning committee meetings provided and submission to the MOLHUD done.

Q1 minutes submitted on 07/07/2024

Q2 minutes submitted on 07/07/2024

Q3 minutes submitted on 07/07/2024

Q4 minutes submitted on 07/07/2024

(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

30% in 2023/24

40% in 2024/25

0

Detailed physical development plan for 2008-20218 in place. Development Plan has not been reviewed

Approved action area plan for the previous financial years in place

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

Maximum score 3

(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

List of new investment obtained from the physical plan register were approved by the physical planning committee

Sampled investments from both the physical plan register and physical planning minutes

1. Athiono Agnes
2. Wamukota Rehema
3. Okiror Patrick among others

Quarterly minutes for physical planning committee meetings in place

Q1 - 11/7/2-23

Q2 - 8/11/2023

Q3 - 24/01/2024

Q4 - -25/04/2024

Certificate of compliance not issued by MOLHUD

(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

1

In the Annual workplan, demarcation of roads, titling of Malaba TC, Malba seed school foot ball pitch, dumping site.

Computerized street data base in place. Data base includes name and address of applicant, location user, structure, plot number, Road name, development fees, receipt number and remarks

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

0

Appointments

1. Emuria Albert chair person 28/3/2024
2. Omella Isaac member
3. Opio Moses secretary
4. Nafina chistine PP member
5. Obbo Bornifonce PHI member
6. Aol Mary Everlyne DEO member
7. Oloka Martin Architecture Mmeber
8. K aruhanga Jackson police fire member
9. Ochiri Alex member
10. Etyang Richard PWD

32	The LLG has developed and implemented a solid waste management plan Maximum score 2	(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 (ii) If the LLG has conducted awareness campaigns on the management of solid waste during the previous FY score 1 or else 0 1	Solid waste management report in place. Approved by council on 27/12/2023 under minute number min 9/12/2023 The LLG availed reports on awareness creation on solid waste management on 12/12/2023 at Akolodong and malaba TC. Issues discussed stakeholders role in solid waste management and service delivery Awareness creation report on solid waste management on 2/11/2023 at Asinge B, Asinge ward, Malaba TC. Issues discussed stakeholders role in solid waste management and service delivery
33	Operation and Maintenance of infrastructure Maximum score is 3	(i) If the LLG has prepared Annual Infrastructure inventory and condition survey report score 1 or else 0 1 (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 0 (iii) If the LLG has spent own source revenues of not less than 20% on O&M score 1 or else 0 0	Annua inventory infrastructure and condition survey report in place Q1 report dated 28/9/2023 Q2 report dated 20/12/2023 Q3 report dated 25/3/2024 Q4 report dated 27/06/2024 Operation and maintenance work plan not prepared O&M spent – 1,486,0000 verses Actual LR of 372,129,279 The LLG spent 3.9% on O&M

Assessment area: L. Production Services Management

34	Up to date data on agriculture and irrigation collected, analyzed and reported Maximum score is 2	If the LLG extension staff have collected, analyzed and reported data on agriculture (i.e., crop, animal and fisheries) and irrigation activities including production statistics for key commodities, data on irrigated land, farmer applications, farm visits etc. as per formats, the reports compiled and submitted to LG Production Office score 2 or else 0. 2	There was evidence that production statistics data was collected, analyzed data on PDM, U-gift etc and submitted to DPO Q1 &2 – 24/4/2024 Q4 – 8/7/2024
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35	Farmer awareness and mobilization campaigns carried out through farmer field days and awareness meetings Maximum score is 2	If the LLG has carried out awareness and mobilization campaigns on all aspects of agriculture through farmer field days and awareness meetings, exchange visits, reports compiled and submitted to LG Production Office score 2 or else 0	2	Awareness creation reports provided on PDM, U-gift on 28/6/2024, tsetse fly control report 8/7/2023 and submitted on 09/9/2024
36	The LLG has carried out monitoring activities on production activities for crops, animals and fisheries Maximum score is 2	If the LLG extension staff has implemented monitoring activities on agricultural production for crops, animal and fisheries covering among others irrigation, environmental safeguards, agricultural mechanization, postharvest handling, pests and disease surveillance, equipment installations, farmers implementing knowledge from trainings, reports compiled and submitted to LG Production Office score 2 or else 0	2	Monitoring report of PDM farmers, NAADS U-gift dated 29/06/2024 and submitted to DPO on 8/7/2024 Monitoring of dairy farmers report dated 28/5/2024 and submitted on 9/8/2024 Supervised the distribution of coffees seedlings report dated 22/5/2024 and submitted on 22/5/2024 Supervised spraying of animals against ticks and tsetse flies
37	Farmer trainings through training farmer field schools and demonstrations organized and carried out Maximum score is 2	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	The LLG extension staff participated in training on farmers and farmer groups on enterprise selection on 28/6/2024, 05/6/2024, 4/6/2024 etc. Trained farmers on soil and water conservation report dated 30/01/2024. Formation and strengthening of farmer through farmer field days report dated 25/1/2024 Training programs and attendance list in place
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	There was evidence of field reports on progress of PDM farmers, U-gift farmers and extension grant.