LLG Assessment 2026

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Kigwera Subcounty

(Vote Code: 237284)

Score 88/100 *(88%)*

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: A. Functionality of Parish Administrative Structures				
1	The LLG has ensured that there are functional PDCs/WDCs in all their respective Parishes/Wards Maximum score is 2	• Evidence that the LLG has duly constituted PDCs/WDCs with composition in accordance with the PDM Guidelines, and that PDCs are fully functional as evidenced by: (i) appraisal of all proposals submitted for the revolving funds; and (ii) monitoring and supervision of PDM investments; to ensure effective utilization of PDM funds by beneficiaries; during the previous FY for all parishes; score 2, else score 0.	2	PDM guidelines issued by Ministry of Local Government in February 2022 and signed by the President of the republic of Uganda were in place for all the parishes. Parish Development Committee for all the parishes were constituted as per page 30 of the PDM implementation guidelines and membership in all the parishes was as follows; 1. Chairpersons LCII, 2. Parish Chiefs, 3. Chairperson women councils, 4. Chairperson Disability councils, 5. Chairperson youth Councils, 6. Chairperson NRM at parish, 7. Elders/Opinion leaders. In all the Parishes, PDCs were fully instituted and list of WDC members for each ward in the LLG were seen as follows; • Kirama Parish dated 19/05/2025 with Bamuturaki William as the PDC Chairperson. • Kisansya Parish dated 20/8/2025 with Batabarwa Habert as the PDC Chairperson. • Kigwera Parish dated 18/8/2025 with Kyaligonza William as PDC Chairperson Minutes of PDC sittings were in place for; • Kirama Parish dated 15/12/2025, 23/03/2026 and 26/6/2026. • Kisansya parish dated 12/9/2025, and 20/2/2026. • Kigwera parish dated 20/5/2026, 03/9/2025 and 19/2/2026 • Minutes were confirmed by PDC Chairpersons and with attendance lists attached. List of proposals submitted for the revolving funds were seen for; • Kisansya Parish dated 20/5/2026.

				• Kigwera Parish dated 20/5/2026. • Kirama Parish dated 11/01/2026. Monitoring and Supervision reports on implementation of PDM activities seen for; • Kirama Parish dated 17/12/2025, 26/03/2026 and 10/10/2025 with an acknowledgement of receipt stamp by the Office of the LLG Council Speaker. • Kigwera Parish dated 08/9/2025, 24/02/2026 and 25/06/2026 with an acknowledgement of receipt stamp by the Office of the LLG Council Speaker • Kisansya Parish dated 18/09/2025, 25/02/2026 and 27/11/2025 with an acknowledgement of receipt stamp by the Office of the LLG Council Speaker. Therefore, the LLG had duly constituted and functional PDCs in all the parishes.
2	LLG has ensured that all Parish Chiefs/Town Agents have collected, compiled, and analyzed data on Parish/community profiling as stipulated in the PDM Guidelines. Maximum score is 2	Evidence that all the Parishes/Wards in a LLG have compiled, updated, and analyzed data on community profiling disaggregated by village, gender, age, economic activity among others as stipulated in the PDM Guidelines, score 2 else score 0.	2	SPEAR data reports were seen for all Parishes as follows; Kigwera Parish dated 16/12/2025. Kisansya Parish dated 16/12/2025. Kirama Parish dated 16/12/2025. Parish data reports seen for all wards as follows; Kigwera Parish dated 19/6/2025 Kirama Parish dated 19/6/2025 Kisansya Parish dated 17/6/2025. Therefore, all the Parishes compiled, updated and analyzed data on community profiling.

3	The LLG provided guidance and information to the Village Executive Committees and PDCs on strategies for the development of the parish Maximum score is 6	Evidence that the LLG: i. Has mapped NGOs, CBOs & CSO operating in the LLG and involved them in raising awareness about the PDM and planning cycle: score 2, or else 0	2	NGOs, CBOs&CSO mapping report was seen dated 28/8/2025 with Kakindo Women Integrated Development Agency (KAWIDA), Buliisa Initiative for Rural Development Organization(BIRUDO) and Community Integrated Development Initiative (CIDI) as NGOs. Alliance for Change Foundation and Civic Competence Initiative, Buliisa Union of Person with Disabilities as CBOs. The LLG involved Hoima Caritas Development Organization (HOCADEO) and Alliance for Change Foundation (ACF) in creating awareness about PDM and the Planning Cycle in a report of a meeting with the community held at Sub County headquarters dated 30/10/2025.
		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	LLG provided guidance and information to the Village Executive committees and PDCs on approved programs/activities to be implemented within the parish for the current FY through a circular by the Sub County Chief communicating incorporated parish activities/programmes into the approved annual Budget and work plan for different Parishes as follows; • Kisansya Parish dated 10/07/2026. • Kigwera Parish dated 10/07/2026. • Kirama Parish dated 10/07/2026.
		Priority enterprises that can be implemented in the parish score 2 or else 0	2	Lists of parish priority enterprises seen as follows; • Kigwera Parish dated 22/05/2026 backed up by minutes of consultative meeting held on 05/10/2025 with attendances attached. • Kisansya Parish dated 22/05/2026 backed up by minutes of consultative meeting held on 30/10/2025 with attendances attached. • Kirama Parish dated 11/01/2026 backed up by minutes of consultative meeting held on 08/01/2026 with attendances attached.

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:		Sub county approved Development plan IV and Approved Annual work plan and Budget for FY 2026/27 were seen. Investment Projects in the Approved AWPB were; Opening and periodic maintenance of roads, titling of Kirama Vocational Institute land on page 16 of the AWPB.
		i. Is consistent with the LLG approved development plan IV; score 1 or else 0	1	The investment projects were seen in the Council Approved Development plan IV, on page 94 therefore, investments in the LLG approved AWPB for the current FY were consistent with the approved development plan IV.
		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	Parish ranked priorities seen as follows; Kigwera parish report dated 28/10/2025, with investment project like manual maintenance of roads, Kirama parish report dated 28/10/2025, with investment projects like manual maintenance of roads and titling of Kirama vocational land. kisansya Parish report dated 28/10/2025 with investment project like opening of roads. All ranked priorities submissions were signed by the respective Town Agents and PDC Chairpersons Therefore, AWBP incorporated parish ranked priorities.
		iii. Is based on the outcomes of the budget conference; score 1 or else 0	1	The investment priorities (maintenance of community access roads and titling of Kirama Vocational Institute land) were seen in the Budget Conference report dated 30/10/2025. Hence the approved investments in the AWPB were outcomes of the Budget Conference.
		iv. That the LLG budget includes investments to be financed by the LLG including projects funded using OSR; score 1, or else score 0.	1	Investments in the LLG AWPB included; titling of Kirama vocational land and construction of two stance latrine on page 9 of the AWPB for the current FY. All projects included in the AWPB were to be financed by the LLG.

		v. Evidence that the LLG developed project profiles for all capital investments in the AWP and Budget as per format in NDP IV; score 1, or else score 0.	1	Project Profiles were developed for maintenance of Community access roads, titling of Kirama vocational Institute land and construction of two stance VIP latrine.
		vi. That the LLG budget was submitted to the District/Municipality/City before 15th May; score 1 or else 0	1	The LLG AWPB for the current FY was submitted and received by the District central registry on 15/05/2026 as per central registry acknowledgement of receipt stamp.
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 procurement plans were submitted and received by PDU on 27/04/2026 as per acknowledgement of receipt stamp.
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	Investments in the approved LLG DDEG Budget for the current FY were titling of Kirama Vocational Institue land, Investment servicing and Monitoring, Support to Parish activities including data collection and support to sub county nutrition coordination committee. Investments were compliant with the investment menu in the DDEG Grant, Budget and Implementation Guidelines.

Assessment area: C. Own Source Revenue Mobilization and Administration

7	LLG collected local revenue as per budget (Budget realization) Maximum score is 1	Evidence that the LLG collected OSR for the previous FY within +/- 10% of the budget; score 1 or else score 0.	1	From the AFS for FY 2025/2026 page 34, OSR budget was 20,616,028. Actual OSR collected was 20,616,028 on the same page. Therefore, (Actual OSR/ OSR budgeted) *100% = (20,616,028/ 20,616,028) x100% = 100% Meaning the LLG OSR performance was as planned.

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	Own Source Revenue from AFS of FY 2024/2025 on page 34 was 35,252,362. Own Source Revenue from AFS of 2025/2026 was 20,616,028. Increase in the OSR collection was (20,616,028-35,252,362) = (14,636,334) Percentage decrease was ((14,636,334)/ 35,252,362) x 100%) which was -42%. The OSR collected decreased from previous FY but one to previous FY by 42%.
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	The LLG was supposed to remit 25% to villages and 5% to parishes totaling to 30% mandatory share to administrative units. 30% of OSR collected (20,616,028) =6,184,808 From AFS of FY 2025/26, evidence of transfers to administrative units was seen on page 25 with total transfer of 1,789,000 (9%) Therefore, LLG didn't remit the mandatory shares to its LLGs.
		ii. Did not use more than 20% of the OSR (that was remitted to the LLG by the HLG) on councilors allowances in the previous FY (unless authority was granted by the Minister), score 1, else score 0	1	20% of OSR of 2025/26 FY = (20%*20,616,028) = 4,123,206 Evidence of Payment for Councillors' allowances was seen on the following vouchers; Voucher No. Amount 18/11/25 1,930,000 7/4/26 120,000 01/11/25 920,000 11/08/25 960,000 Total 3,970,000 The LLG thus did not use more than 20% of OSR on Councillors allowances

				From AFS 2025/26 on page 46, Expenditure on O&M was 8,934,000
		iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0	1	Percentage expenditure on O&M was (8,934,000/20,616,028)*100%=43% The LLG budgeted and spent 43% on O&M.
		iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0.	1	OSR collection and Usage was publicized on the LLG 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	AFS of 2025/26 was submitted to the Office of Auditor General Hoima branch and received on 17/08/2026 as per the acknowledgement of receipt stamp.
11	The LLG has submitted all 4 quarterly financial and physical progress reports 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 on time: i. Q1 by 15th October score 1 or else 0	1	Q1 Report submitted to the LG Accounting Officer on 08/10/2025
		ii. Q2 by 15th January score 1 or else 0	1	Q2 Report submitted to the LG Accounting Officer on 8/01/2026.
		iii. Q3 by 15th April score 1 or else 0	1	Q3 Report submitted to the LG Accounting Officer on 8/4/2026
		iv. Q4 by 15th July score 3 or else 0	3	Q2 Report submitted to the LG Accounting Officer on 8/7/2026

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: • All staff in the LLG including extension workers (where applicable) in the previous FY (by 30th June): score 2 or else 0	2	The LLG had the following staff and were all appraised by 30th June during the previous FY as follows; Muhumuza Vicent was appraised on the 30/06/2026 Tumusiime Gilbert was appraised on the 26/06/2026 Bamuturaki Gerald was appraised on the 30/06/2026 Wamara Collin was appraised on the 30/06/2026 Katusiime Phiona was appraised on the 30/06/2026 Mwakali Majjelan was appraised on the 26/06/2026.
		• Primary School Head teachers in public primary schools in the previous school calendar year (by 31st December) – score 2 or else 0	2	Primary school head teachers in public primary schools were appraised by 31st December 2025 as follows; Wandera Darlison headteacher Kirama P/S was appraised on the 12/12/2025. Bikanga Keneth headteacher Kisansya P/S was appraised on the 19/12/2025. Byaruhanga Robert headteacher Kisomere P/S was appraised on the 03/12/2025.
		• HC III & II In-charges in the previous FY (by June 30th) – score 2 or else 0.	2	Aguti Esther the In charge of Kigwera Health Centre III was appraised on the 26/6/2026.
13	Staff duty attendance Maximum score is 6	Evidence that the LLG has • Publicized the list of LLG staff: score 2 or else 0	2	Staff list dated 26/06/2026 was publicized on the LLG Noticeboard.

		• Produced monthly analysis of staff attendance with recommendations to CAO/TC score 2 or else 0	2	The LLG produced monthly analysis of staff attendance with recommendations to CAO as follows; Staff analysis for July 2025 submitted on the 31/7/2025 Staff analysis for August 2025 submitted on the 29/8/2025 Staff analysis for September 2025 submitted on the 30/9/2025 Staff analysis for January 2026 submitted on the 30/01/2026 Staff analysis for February 2026 submitted on the 27/02/2026 Staff analysis for March 2026 submitted on the 31/03/2026 Staff analysis for June 2026 submitted on the 30/06/2026
		• CAO/Tc took action on recommendations; score 2 or else 0	0	There was no evidence that the CAO took action on the recommendations of Staff attendance analysis reports submitted by the LLG Sub County Chief.

Assessment area: F. Implementation and Execution

14	The LLG has spent all the DDEG funds for the previous FY on eligible projects and activities Maximum score is 2	Evidence that the LLG budgeted and spent all the DDEG for the previous FY on eligible projects and activities as per the DDEG grant, budget, and implementation guidelines: Score 2, or else score 0	2	The LLG planned to execute the following projects and activities using DDEG grants in the Previous FY. LLG Approved Budget and Work plan seen with a total DDEG Budget of 16,758,100. Procurement of furniture (desks), and 2 office laptops with a budget of 13,406,100 (80%), Support to Parish activities including data collection with a budget of 1,340,648 (8%), Investment servicing and monitoring with a budget of 1,675,810 (10%) Support to Nutrition Committee with a budget of 335,162 (2%). Therefore, the LLG planned and spent DDEG on eligible projects/activities as per DDEG grant Budget and implementation 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 or else 0	2	Page 13 of Annual Financial Statements submitted to AG Hoima Branch indicated that there was a deviation of 0% which was in the range of -/+10% in main programs as follows; The LLG under Human Capital Development as a program planned for 246,777,254 and spent 246,777,254 hence a variation of 0%. The LLG under Governance and security as a program planned for 39,840,715 and spent 39,840,715 with a deviation of 0%
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) : Note 3: Refer to the completion rate computation table at the end of the Manual If more than 90 % was completed: Score 3 If 70% -90%: Score 2 If less than 70 %: Score 0.	3	A practical Completion certificate for construction works at Kirama Vocational institute was seen. 24 3 seater desks for lower primary classes were delivered to Ndandamire Primar School as per NDOAS HOLDINGS LIMITED delivery note dated 22/12/2025 signed by Tumusiime Rogers for and on behalf of NDOAS and Tumusiime Gilbert on behalf of Kigwera Sub County. Laptops procured under Receipt Numbers 305 and 1377 from Galaxy Gadgets and Hamnex Tech SMC Ltd. The above were also highlighted on Page 5 of the AFS as complete for works and Supplied for supplies.

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	0	There was no evidence to show that the LLG conducted Environmental and Social Screening for works at Kirama Vocational Institute

18	The LLG has an Operational Grievance Handling Mechanism Maximum score is 2	If the LLG has specified a mechanism for i) recording, ii) investigating and iii) responding to grievances which includes a designated person to coordinate response to feed-back, complaints logbook 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	The LLG appointed focal person (Muhumuza Vincent the Acting Community Development Officer) for grievance management dated 15/07/2026. The LLG also had a list of Staff constituting the Grievance Management Committee with Muhumuza Vincent as the Secretary, Nyandera Esther as the Chairperson and Katusiime Phiona as a member. Complaints logbook was seen with 10 cases recorded for the FY. Therefore, the LLG had a mechanism for recording, investigating and responding to grievances.
		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 LLG Publicized the Grievance Redress mechanism to guide the aggrieved parties on where to report and get redress.
19	The LLG has a functional land management system Maximum score 1	If the LLG has a functional Area Land committee in place to assist the LG Land board in an advisory capacity on matters relating to land, including ascertaining rights on the land score 1 or else 0	1	Appointment letters for members of the Area Land Committee seen dated 12/09/2025 with Bitandwa Isaac as the Chairperson, Musinguzi Billy Salu and Birungi Oliver as members. Minutes of Area Land Committee were seen dated 06/06/2026. Therefore, the Area Land Committee was fully constituted and functional.

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	The LLG conducted activities of awareness campaigns and parents' mobilization for improvement of education services as evidenced in reports dated 09/02/2026 and 19/06/2026 of meetings held at sub county headquarters.

21	Monitoring of service delivery in basic schools Maximum score is 4	Evidence that the LLG has monitored schools (both public and private) 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	The Sub County Chief monitored schools (both private and public) in the previous three terms evidenced in the schools monitoring reports dated; 12/11/2025 for third term, 06/10/2025 for second term and 20/05/2026 for first term. List of issues in the monitoring reports were discussed in the LLG Council dated; 29/04/2026 Discussed second and third term school monitoring report under Minute KSC/102/04/2026, 26/5/2026 discussed first term school monitoring report under Minute KSC/CS/102/05/2026.
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	Appointment letters of school management committee for all schools in the LLG seen dated 01/07/2025. Minutes of School Management Committee seen as follows; • Kirama P/S dated; 17/6/2026, 16/10/2025 and 11/03/2026 Minutes submitted and received by DEO's Office as per acknowledgement of receipt stamp. • Ndandamire P/S dated; 22/10/2025, 17/06/2026 and 11/03/2026. Minutes were submitted and received by DEO's office as per acknowledgement of Receipt stamp. • Kisansya P/S dated 08/06/2026, 07/10/2025 and 24/02/2026. Minutes submitted and received by DEO's office as per acknowledgment of receipt stamp. • All minutes had action plans and implementation reports.

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	Reports of meetings on activities of awareness campaigns and community mobilization for improvement of primary health care seen dated 17/09/2025, 22/06/2026 and 25/03/2026.

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	Health service delivery monitoring reports seen dated 25/03/2026 and 28/08/2025. Reports were discussed in Council sittings of 26/09/2025 and 26/5/2026 under Minute Numbers KSC/CS/85/09/2025 and KSC/CS/102/05/2026.
25	Existence and functionality of Health Unit Management Committee Maximum score is 3	Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0	3	Composition of health Unit Management committee for Kigwera Health Centre III seen dated 23/01/2025 with Basaliza Charles as the Chairperson, Wandera Alice and Nyakalaya Muhemba Justine as members. Health Unit Management Committee quarterly minutes seen dated 19/09/2025 for quarter one, 03/12/2025 for quarter two, 13/03/2026 for quarter three and 24/6/2026 for quarter four. Minutes were submitted to DHO’s office as per acknowledgment of receipt stamp

Assessment area: J. Water & Environment Services Management

26	Evidence that the LLGs submitted requests to the DWO for consideration in the current FY budgets Maximum score is 3	Evidence that the SAS submitted in writing requests to the DWO for consideration in the planning of the current FY score 3, else score 0	3	The LLG submitted request in writing to the DWO for consideration in the Planning of the current FY as per letter dated 27/04/2026 and received by the DWO on the 04/05/2026.
27	The LLG has monitored water and environment services delivery during the previous FY Maximum score is 3	Evidence that SAS monitored/supervised aspects of water and environment services during the previous FY including review of water points and facilities, score 3 or else score 0	3	Monitoring/supervision of aspects of water and environment aspects during the Financial Year was done as evidenced in reports dated 17/09/2025 for first quarter, 20/10/2025 for second quarter, 17/03/2026 for third quarter and 23/04/2026 for fourth quarter.

28	Existence and functionality of Water and Sanitation Committees Maximum score is 2	Evidence that the LLG have functional Water and Sanitation Committees (including collection and proper use of community contributions) score 2, else score 0	2	• Water and sanitation committee were established and operational as per lists of composition seen for Bugungu SS water source with Akugizibwe Jane as Chairperson, mbabazi Alfred and Erema Alisano as members. Composition list for Kigwera Sub County headquarters water source with Musinguzi Paul Billy as chairperson, Bigambisa Scovia as Treasurer and Kwanke Evelyn as a member. Composition list for Mabeho water source with Murubi Gerald as chairperson, Mwesiga Richard as Treasurer and Mugungu John as secretary. Evidence of Collection and Usage of Community Contributions was seen for Mabeho water source, Bugungu secondary school water source and Kigwera Sub County Headquarters
29	Functionality of investments in water and sanitation facilities Maximum score is 2	Evidence that the SAS has an updated list on all its water and sanitation facilities (public latrines) and functionality status. Score 2 else 0	2	Progress report showing water and sanitation status of the Sub County seen dated 23/04/2026 with a list and status of water and sanitation facilities such as Mabeho water source, Kigwera Sub County headquarters and Bugungu SS borehole.

Assessment area: L. Production Services Management

34	Up to date data on agriculture and irrigation collected, analyzed and reported Maximum score is 2	If the LLG extension staff have collected, analyzed and reported data on agriculture (i.e. crop, animal and fisheries) and irrigation activities including production statistics for key commodities, data on irrigated land, farmer applications, farm visits etc as per formats, the reports compiled and submitted to LG Production Office; score 2 or else 0.	2	The LLG had two functional sectors of Veterinary and crop in the LLG and Assessment was based entirely on these two sections. Production statistics reports seen for; Veterinary section dated 30/02/2026 Agriculture section dated 30/10/2025. Reports were submitted and received by DPO’s office.

35	Farmer awareness and mobilization campaigns carried out through farmer field days and awareness meetings Maximum score is 2	If the LLG has carried out awareness and mobilization campaigns on all aspects of agriculture through farmer field days and awareness meetings, exchange visits, reports compiled and submitted to LG Production Office score 2 or else 0	0	The LLG carried out awareness and mobilization campaigns on all aspects of agriculture through farmer exchange visits as per reports seen for Veterinary section dated 28/5/2026 and 30/03/2026 with attendance lists attached. There was no awareness and mobilization campaigns for the Crop section and therefore the LLG was unable to score.
36	The LLG has carried out monitoring activities on production activities for crops, animals and fisheries Maximum score is 2	If the LLG extension staff has implemented monitoring activities on agricultural production for crops, animal and fisheries covering among others irrigation, environmental safeguards, agricultural mechanization, postharvest handling, pests and disease surveillance, equipment installations, farmers implementing knowledge from trainings, reports compiled and submitted to LG Production Office; score 2 or else 0	0	The LLG extension staff implemented monitoring activities on agriculture production for only the veterinary section dated 27/09/2025, 27/03/2026 and 28/05/2026 for only three out of the four quarters. There was no monitoring activities conducted for the crop section for the whole FY.
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 carried out farmer trainings on pest and diseases management, irrigated agriculture and operation and maintenance of equipment through field training sessions as evidenced in the following training reports. Crop section dated 20/12/2025, 30/01/2026 and 30/09/2025 Veterinary section dated 30/3/2026 and 28/05/2026 All reports had attendance lists attached, submitted and received by District Production office.

38	The LLG has provided hands-on extension support to farmers and farmer organizations / groups Maximum score is 2	If the LLG extension staff have provided extension support to farmers and farmer groups on crop management, aquaculture, animal husbandry, irrigation, Operation and Maintenance of equipment, postharvest handling, value addition, marketing etc. reports compiled and submitted to LG Production Office score 2 or else 0	0	The LLG extension staff provided extension support to farmers and farmer groups on crop management, animal husbandry, irrigation, operation and maintenance, postharvest handling, value addition and marketing through farmer visits as evidenced in the following farmer visits reports for only Veterinary section dated 30/10/2025 and 25/06/2026. There was no evidence to show that the extension staff provided extension support to farmers and farmer groups for the crop section for the whole FY.