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In any correspondence on

This subject please quote No. ADM 140/170/02



THE REPUBLIC OF UGANDA

**Ministry of Gender, Labour
and Social Development**
P.O. Box 7136
Kampala,
Uganda.

3rd January 2022

Executive Director, Kampala Capital City Authority,
All Chief Administrative Officers,
All Town Clerks of Cities and Municipalities.

CIRCULAR ON COVID-19 CASH TRANSFER PROGRAM FOR TEACHERS IN PRIVATE PRIMARY AND SECONDARY SCHOOLS

- 1.0 You will recall that during the National Address on COVID-19 on 18th June 2021, H.E the President directed the Prime Minister and the Minister of Gender, Labor and Social Development to:
 - i. Identify persons who depend on daily income in urban areas especially Kampala;
 - ii. Assess their needs during the lockdown period; and
 - iii. Identify interventions to take care of their needs.
- 2.0 The Ministry of Gender, Labour and Social Development (MoGLSD) implemented the Cash Transfer program reaching 497,848 persons within the targeted areas.
- 3.0 GiveDirectly (GD) – an international non-governmental organization (NGO) that focuses on poverty alleviation and humanitarian relief via livelihood cash transfers – approached the MoGLSD with additional funds to support vulnerable people impacted by COVID-19 containment measures. Given that the economy was already opening up, after consultations with several stakeholders including the Office of the Prime Minister, Ministry of Education and Sports - a decision was reached to target **teachers in private primary and secondary schools.**

- 4.0 The decision to target teachers in private schools was based on the fact that schools have been closed since March 2020 when COVID-19 forced a nationwide “lockdown”. While the vast majority of sectors have fully or partially reopened in recent months and many people have returned to work, the education sector remains closed.
- 5.0 Schools are planned to reopen in January 2022 by which time teachers in private primary and secondary schools will have missed income for close to two years. The objectives of the program, therefore, are:
- i. to provide temporary cash relief to the teachers in private primary and secondary schools whose income sources were cut off by COVID-19 containment measures;
 - ii. to support teachers in their preparations to return to the classroom; and
 - iii. to foster collaboration between the Government of Uganda and the Civil Society in addressing the negative impacts of COVID-19 on vulnerable people.
- 6.0 The teachers eligible for this program should fit the following criteria:
- i. are not on Government payroll;
 - ii. are duly registered or licenced by the Ministry of Education and Sports or have proof of submission of application for registration;
 - iii. were already teaching in a school **licenced or registered** by the Ministry of Education and Sports before the beginning of the COVID-19 lockdown **in March 2020**;
 - iv. did not benefit from the June - September 2021 GoU COVID-19 cash support program; and
 - v. have a mobile money account registered in their name.
- 7.0 The cash relief program will support **300,000 teachers** across the country that fit the program eligibility criteria in 6 (i-v) above.
- 8.0 Each teacher will receive **UGX100,000 net**. The program will cater for the taxes and withdrawal fees.

9.0 The purpose of this communication therefore is to request you to:

- i. Ensure that the Headteachers of private primary and secondary schools compile and upload data of eligible teachers through an online system (<https://cashrelief.mglsd.go.ug/>). A sample of the online tool to aid headteachers in data compilation is attached.

In addition, the headteachers should upload the payroll data for one month (January, February, or March 2020) as evidence of salary payment. The payroll may include: signed payment roster, bank instruction/statement, or mobile money statement depending on how salaries are paid in each school.

- ii. Ensure that the District/City/Municipal Education Officer validates the lists of uploaded teachers who meet the criteria in 6 (i-v) above.
- iii. Approve the validated list through an online system for onward verification and payment.

Please note that by approving teacher information/lists in the online system, you are in effect approving that the Permanent Secretary, Ministry of Gender Labour and Social Development and GiveDirectly proceed to pay the said teachers. You are accordingly required to assure the integrity of data compiled, verified, and uploaded for payment.

Please do not hesitate to contact any of the following for technical guidance in relation to the implementation of this intervention:

- Commissioner Labour and Industrial Relations
Tel: 0784-224-448
Email: support@mglsd.go.ug
- Commissioner Private Schools and Institutions
Tel: 0782-368-270
Email: mugishahenrymuntu@gmail.com
- GiveDirectly Senior Manager, External Relations
Tel: 0800-220-550
Email: ugcovid@givedirectly.org



I look forward to your usual cooperation.



A.D Kibenge

PERMANENT SECRETARY

Copy: Rt. Hon. Prime Minister,
Rt. Hon. 2nd Deputy Prime Minister,
Minister of Education and Sports,
Minister of Gender, Labour and Social Development,
Minister of Local Government,
Minister of Kampala Capital City and Metropolitan Affairs,
Minister for Relief, Disaster Preparedness and Refugees,
Ministers of State, Ministry of Gender, Labour and Social
Development,
Ministers of State, Ministry of Education and Sports,
Minister of State for Kampala Capital City and Metropolitan
Affairs,
Permanent Secretary, Office of the Prime Minister,
Permanent Secretary, Ministry of Education and Sports,
Permanent Secretary, Ministry of Local Government,
Lord Mayor-Kampala Capital City Authority,
Executive Director, National Identification and Registration
Authority,
Executive Director, National Information Technology Authority
Uganda,
Resident City/District Commissioners,
Local Council Five (L.C.V) Chairpersons,
Mayors of Cities and Municipalities.

About GiveDirectly (GD)

GiveDirectly (GD) is an international non-governmental organization (NGO) that focuses on poverty alleviation and humanitarian relief via livelihood cash transfers. We give cash directly to people living in poverty. Since launching in Uganda in 2013, GD has delivered over \$50M to 100,000+ households via impactful poverty alleviation and humanitarian programs across twelve (12) districts of Bukedea, Iganga, Lamwo, Kyegegwa, Kiryandongo, Kampala, Gulu, Lira, Mbale, Moroto, Kabale, and Mbarara.

We believe people living in poverty deserve the dignity to choose for themselves how best to improve their lives — cash enables that choice. In the decade of GD, we have delivered **over 500+ million** dollars directly into the hands of **over 1 million families** living in poverty or struck by disasters. And no, people don't just spend it on alcohol. It's okay, many people think that at first. In fact, research finds people use cash in impactful and creative ways. We read the research, then we did our own research. And it turns out, people use cash on medicine; cows and goats and chickens; school fees; water; solar lights; iron roofs; irrigation; motorcycles to jumpstart taxi services; businesses to generate income; and more. If you think about it, doesn't giving directly make sense?

Cash allows individuals to innovate and invest in what they need, instead of relying on aid organizations and donors thousands of miles away to choose for them. Isn't this what you would prefer? We currently have operations in Kenya, Rwanda, Liberia, Malawi, Morocco, Mozambique, Togo, DRC, Mozambique, Uganda, and the United States.

Telegram: "Education"
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Kampala, UGANDA

In any correspondence on
This subject please quote No. EPD/72/14/01

3rd January, 2022

Permanent Secretary,
Ministry of Gender, Labour & Social Development
P.O. Box, 7136,
KAMPALA, UGANDA

CIRCULAR ON COVID – 19 CASH TRANSFER PROGRAM FOR TEACHERS IN PRIVATE PRIMARY AND SECONDARY SCHOOLS

Reference is made to your letter dated 29th, December, 2021 forwarding guidelines on COVID – 19 Cash Transfer program for teachers in Private Primary and Secondary schools for my review, input and concurrence.

Given that the schools are planned to reopen on January 10th 2022 and the teachers in private schools need support in their preparations to return to the classroom, the Ministry of Education and Sports has no objection to the proposed draft circular and will offer necessary support where need arises.

A handwritten signature in black ink, appearing to read 'Ketty'.

Ketty Lamaro
PERMANENT SECRETARY

Copy to: First Lady and Minister of Education and Sports
Minister of State for Higher Education
Minister of State for Primary Education
Minister of State for Sports Education

