

**NATIONAL COMMISSION FOR CIVIC EDUCATION (NCCE)**

**MEDIUM-TERM DEVELOPMENT PLAN UNDER  
DRAFT NATIONAL MEDIUM-TERM DEVELOPMENT PLANNING FRAMEWORK**

**2015-2017**

**MAY 2014**



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## **EXECUTIVE SUMMARY**

### **1. BACKGROUND**

The NCCE, established by the National Commission for Civic Education Act, 1993 (Act 452) has functions to help develop among the citizenry, a culture of democracy through awareness creation, sensitization and participation.

Over the years, the NCCE has been instrumental in the strengthening and deepening of democracy in Ghana. The NCCE has played and continues to play key roles in social and political development by providing the requisite awareness and sensitization which has encouraged many citizens to exercise their civic rights and responsibilities. These areas include:

- Citizens' participation in the electoral process
- Citizens' participation in community/local development
- Women's empowerment to participate in political development
- The promotion and protection of the rights of children, the vulnerable and the excluded in society.

The NCCE, recognizing the broad challenges and demands of democracy, encourages partnership and collaboration with MMDAs and institutions in the implementation of cross cutting issues such as HIV/AIDs, Gender Mainstreaming, Peace and Conflict Resolution Measures, Revenue Generation and Tax Education and general mobilization for national development.

## **2 .STRATEGIC PLANS AND PROCESSES**

The NCCE Medium-Term Development Plan is under the Draft Medium-Term National Development Policy Framework (2015-2017) provided by the NDPC with the reviewed effort over the years to position the NCCE as a constitutional body with a goal to make significant number of Ghanaians attain awareness of their civic rights and responsibilities for the achievement of democracy.

The NCCE's Medium Term Development Plan (M-TDP) under the Draft Medium-Term National Development Policy Framework has been an outcome of consultations and participation of the Commission, (Directors both at the headquarters and the region), and key individuals of the institution.

### **3. FORM AND STRUCTURE**

The NCCE's M-TDP has seven chapters.

Chapters one to four deal with institutional performance under the thematic area **Transparent and Accountable Governance** as outlined in the Draft National Medium-Term Development Policy Framework (NMTDPF). Development problems/issues as linked to the appropriate thematic areas of the Draft National Medium-Term Development Framework, sets out the development goals, policy objectives and strategies consistent with the national goal of transparent and accountable governance towards achieving the Millennium Development Goals (MDGs) and Middle Income Status, issues of transparency and accountability as well as cross-cutting issues including HIV/AIDS, Gender & Women/Children's Rights etc. Broad sector development agenda identifies its collaborators and sponsors for joint program and indicates its financial plan/budget for the period 2015 – 2017. The total indicative budget is GH¢31,162,000 (Thirty-One Million, One Hundred and Sixty-Two Thousand Ghana Cedis) (excluding Personal Emolument)

More so, Chapters five to seven discuss the Annual Action Plan, establish linkages to its Annual Budget and National Budgets, and reinforce the need for monitoring and evaluation in the NCCE to serve as an internal mechanism in ensuring effective management of resources and achievement of set policy objectives and goals.

NCCE's Communication strategy for greater impact on society using Information and Communication Technology (ICT) is also captured.

## **CHAPTER 1**

### **INTRODUCTION**

The Commission's mandate is to create and promote through civic education, an understanding and commitment to democracy and inculcate in the citizenry the awareness of their rights and obligations including the responsibility of defending the Constitution against all forms of abuse and violations. The specific functions of NCCE are to:-

1. Create and sustain within the society, the awareness of the principles and objectives of the constitution as the fundamental law of the people of Ghana;
2. Educate and encourage the public to defend the constitution at all times against all forms of abuse and violation;
3. Formulate for the consideration of Government from time to time, program at national, regional and district levels aimed at realizing the objectives of the constitution;
4. Formulate, implement and oversee program intended to inculcate in the citizens of Ghana awareness of their civic responsibilities and an appreciation of their rights and obligations as free people;
5. Assess for the information of Government, the limitations to the achievement of true democracy arising from the existing inequalities between different strata of the population and make recommendations for re-dressing these in-equalities; and
6. Perform other functions that Parliament may prescribe.
- 7.

### **2. STRATEGIC DIRECTION**

The vision of the NCCE is to be an effective independence governance institution delivering civic education to all Ghanaians and working towards sustaining Ghana's Democracy.

The mission of the Commission is to promote and sustain democracy and inculcate in the Ghanaian citizenry the awareness of their rights and obligations through civic education.

## ***ANALYSIS OF THE PERFORMANCE OF NCCE***

Institutional performance of a key independent governance institution as the NCCE is determined and/or influenced by a number of very critical factors including:

- ✚ The right mix of the human resource available to the institution
- ✚ Capacity to identify the needs of the clientele
- ✚ Capacity of the human resource base to develop and apply the appropriate approaches to delivering service
- ✚ Availability of financial and material resources to back the efforts of human resource
- ✚ The right institutional framework for organizational effectiveness.

Performance of the NCCE within the period of review (2012 to 2014) has, therefore been influenced to a large extent by these factors within the framework of the Medium-Term Development Policy Framework (MTEF).

Under the key focus area of **Transparent and Accountable Governance** the NCCE, within the period 2012-2014 developed a number of strategies to transform the policy issues into activities whose outcomes were meant to achieve the set goals. These strategies were the following:-

1. Promote in-depth consultation between stakeholders;
2. Strengthen functional relationship between Assembly Members and citizens;
3. Institutionalize democratic practices in local government structures;
4. Develop the capacity of the MMDAs towards effective revenue mobilization;
5. Strengthen policy formulation and planning capacity at all levels;
6. Launch public education program on children's rights and the dangers of child trafficking;
7. Implement National Behavioral Change Communication strategy for lifestyle change using the life-cycle approach

The year by year performance of the NCCE from 2012-2014 is, therefore, analyzed below to show details of strategies and corresponding activities given the financial and material resources that were made available to the Commission within the period 2012-2014:-

## 2012 Activities

Thematic area: Transparent and Accountable Governance	Activities Undertaken	Status of Implementation (Achievement of strategy)	
		Target	Achievement
<p><b>KEY FOCUS AREA :</b> Deepening the Practice of Democracy and institutional Reform</p> <p><b>PROGRAM:</b> <i>Civic Education</i></p> <p><b>PROGRAMME OBJECTIVE:</b> To promote and sustain constitutional democracy and inculcate in the Ghanaian Citizenry the awareness of their Rights and obligations through civic education</p>	<p><b><u>Media Engagement and Soiree</u></b> The Commission engaged media practitioners and Development partners at a Forum at the Movenpick Ambassador Hotel, Accra</p> <p><b><u>Stand Up for Ghana Campaign</u></b> Production of video clips with standard messages to promote peace was recorded using Flag bearers' of Political Parties, prominent members of the clergy, Footballers and women political leaders.</p> <p><b><u>Formation of Inter Party Dialogue Committee (IPDCs)</u></b> IPDCs established in all 170 old districts and 10 regions in the country. Objective of the IPDCs among others was to initiate dialogue processes for resolution of election and other related conflicts, deepen collaboration between the NCCE and EC, political parties, Youth Groups, Security Agencies and other Key partners.</p>	<ul style="list-style-type: none"> <li>• Media Practitioner</li> <li>• Civil Society</li> <li>• Development Partners</li>   <li>• Political Party Activists and Sympathizers</li> <li>• The Electorate</li>   <li>• Members of political parties</li> <li>• Civil Society Faith Based Organization</li> <li>• Community Leaders</li> <li>• Members of the Security Agencies</li> </ul>	<ul style="list-style-type: none"> <li>• Unveiled a new Logo and 2012 theme</li> <li>• New Brand image and website</li> <li>• Introduced new chairman and commission members to the public</li>   <li>• Commitment of Flag bearers and others towards peaceful elections successfully recorded and aired.</li> <li>• 180 IPDCs established</li> <li>• More than 100 potential electoral conflicts pertaining to the Biometric Voter Register nipped in the bud.</li> <li>• A permanent platform for dialogue and reduction of conflicts established</li> </ul>



	<p><b>Public Sensitization on the BVR</b> From January to May the NCCE embarked upon community mobilization for massive participation in the BVR.</p> <p>Since 2001 the Commission has set aside 28<sup>th</sup> April – 4<sup>th</sup> May of every year to commemorate the country’s return to constitutional rule. The significance of the week is when Ghanaians voted in a referendum in 1992 to accept the Constitution.</p> <p>This year’s activities included Citizenship Day (engaging pupils of first and second cycle schools on good citizenship) and an inaugural Annual Democracy Lecture.</p>	<p>First time voters and all qualified persons to be registered as voters.</p> <p>1,000 pupils in Basic schools targeted for the Citizenship Day</p> <p>1,500 members of the General public including CSOs, Chiefs, academic Security Agencies and IGIS were targeted for the Democracy lecture.</p>	<ul style="list-style-type: none"> <li>• More than 100 cases of threats to the BVR resolved.</li> <li>• The Commission was swift in averting public apprehension of the BVR exercise in more than 50 rural districts.</li> <li>• This was as a result of rumors that registrants stood the risk of suffering hazardous side effects from the biometric machine.</li> <li>• Increased confidence in the BVR technology</li> <li>• Citizenship Day instituted at the Basic school level. 114,000 Pupils in schools covered</li> <li>• Democracy Lecture instituted as part of Constitution Week. 2,700 people attended the lecture.</li> </ul>
	<p><b>Workshops held:</b></p> <p><b>1. BVR training for NCCE staff</b> The BVR education was preceded by two training workshops for NCCE District Officers and selected field officers in Kumasi from 14<sup>th</sup> – 18<sup>th</sup> March, 2012.</p>	<p>100 District Directors, Regional and Head office staff targeted for training.</p>	<p>110 participants trained on the BVR. Increased knowledge of the Biometric Technology among NCCE officers.</p>

	<p>The objective was to train selected district directors on basic knowledge of the Biometric Technology in order for them to actively lead the education campaign to ensure massive registration of eligible voters.</p> <p><b>2. Zonal Media workshop</b> Four (4) zonal media workshops organized in Tamale, Kumasi, Takoradi and Akosombo.</p> <p>The objective was to sensitize media practitioners on the need to uphold high standards in reporting election related activities so as to promote free fair and peaceful elections and ensure violence free elections.</p> <p>Two (2) out of the four(4) workshops were partly supported by the European Union.</p>	<p>120 media practitioners, made up of journalists, from the Print and electronic media targeted.</p> <p>Program hosts and presenters, Chief executives, Managers and owners of radio, television stations and newspapers also included.</p>	<p>200 journalists, TV/Radio presenters, editors, Chief Executives, Managers of media facilities covered.</p> <p>A core group engaged to set the tone for high standards in media coverage of the 2012 elections.</p>
<p><b>Thematic area: Transparent and Accountable Governance</b></p>	<p><b>Activities Undertaken</b></p>	<p><b>Status of Implementation (Achievement of strategy)</b></p>	
	<p><b>Training Workshop for NCE Accounts and Internal Audit Staff</b></p>	<p><b>Target</b></p>	<p><b>Achievement</b></p>
	<p>With funding from the European Union, the Commission held a capacity building workshop for Accountants and Auditors of the Commission in Kumasi from 28<sup>th</sup> May to 4<sup>th</sup> June, 2012. Participants drawn were from head office, regional and all the 170 district offices.</p>	<p>180 Account officers, Internal Auditors from the District, Regional and Head office were targeted.</p>	<p>200 members of staff drawn from the finance section of the Commission benefited. Capacities of 200 participants enhanced to improve regulatory compliance and accountability in the Commission's operations.</p> <p>150 copies of the report made available to the</p>

	<p><b><u>Launch of Research Report</u></b> A research report produced by the NCCE on Matters of Concern to the voter in the 2012 elections was launched in Accra on 28<sup>th</sup> August, 2012.</p> <p><b><u>Own your Future Project</u></b> The Commission signed an agreement with the Federal Government of Germany for a €91,000 grant to conduct sensitization among the youth on effects of drug abuse and drug trafficking.</p> <p><b><u>Malaria Control Program</u></b> In collaboration with the National Malaria Control Program, the Commission held mobile cinema shows to educate community members in all ten (10) regions on the menace of the disease and the need for environmental protection and a sense of civic duty. The Commission used the platform created to also educate the citizenry on article 41 of the Constitution which highlights the duties of citizens.</p>	<p>Political parties, civil society, development partners, Faith Based Organizations, Academia, Media and members of Parliament.</p> <p>200 young persons from 20 selected districts in all (10) ten regions targeted.</p> <p>100, 000 persons in low income communities, in all ten (10) regions targeted.</p>	<p>public. Tone set for public discussion on the issues of concern to the voter</p> <p>200 participants so far trained as community ambassadors move against drug abuse and drug trafficking.</p> <p>127,513 persons including chiefs, opinion leaders, district assembly members etc. covered in 400 communities.</p> <p>Increased awareness of good citizenship the 127,513 participants</p>
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Thematic area: Transparent and Accountable Governance	Activities Undertaken	Status of Implementation (Achievement of strategy)	
		Target	Achievement
	<p><b>Civic Education Clubs</b></p> <p>Civic Education Club members from the regions visited parliament house and other centers of governance in Accra to witness the practical work of the institutions of government during the reporting period; they also participated in quizzes and debates.</p> <p><b>Invitations</b></p> <p>During the reporting period, the Commission received numerous invitations from institutions (government, non-government, private) to give talks on good citizenship and civic responsibility. Issues on tolerance and duties of a citizen as provided in the Constitution were highlighted.</p>	<p>25,000 Civic Education Club members mostly from the Senior High Schools were planned for the period.</p> <p>2,343 invitations from state institution, Civil Society private organizations and community Based organizations, faith based organizations</p>	<p>18,000 members of CECs visited Parliament House and other centers of governance during the period.</p> <p>Members visited Parliament House and also Interacted with their members of Parliament for the first time.</p> <p>Only 657 invitations were honored from across the country, out of the 2,343 received.</p>
	<p><b>Project Citizen</b></p> <p>An evaluation workshop on Project Citizen was held in March in Partnership with the Hanns- Siedel Foundation.</p>		

Thematic area: Transparent and Accountable Governance	Activities Undertaken	Status of Implementation (Achievement of strategy)	
		Target	Achievement
		<p>Improve management, impact and efficiency of Project Citizen</p>	<ul style="list-style-type: none"> <li>• Creation and training of a pool of judges for two regions;</li> <li>• National board of patrons formed;</li> <li>• An alumni network established;</li> <li>• Sponsors showcase held to attract more funding;</li> <li>• Documentary to enhance Project Citizen visibility produced</li> <li>• Media re-launch of project citizen</li> </ul> <p><b>Roadmap</b></p> <ul style="list-style-type: none"> <li>• Further training of NCCE staff and patrons to enhance Project Citizen delivery fundraising plan/strategy to address funding deficit;</li> <li>• Effective communication plan developed to enhance project citizen visibility</li> <li>• Explore opportunities for contesting in international competition</li> </ul>

# 2013 ACTIVITIES

Thematic area:- Transparent and Accountable Governance	Activities Undertaken	Status of Implementation (Achievement of strategy)	
		Target	Achievement
<p><b>KEY FOCUS AREA :</b> Deepening the Practice of Democracy and institutional Reform</p> <p><b>PROGRAM : Civic Education</b></p> <p><b>PROGRAMME OBJECTIVE :</b> To promote and sustain constitutional democracy and inculcate in the Ghanaian citizenry the awareness of their Rights and obligations through civic education</p>	<p>✓ Citizenship Week in 4,000 schools nationwide</p> <p>✓ Constitution Week Activity/Democracy Lecture: Otumfuo Osei Tutu II spoke on 'Advancing Together' encouraging national cohesion following the 2012 Elections.</p>	<ul style="list-style-type: none"> <li>❖ 800,000 school children from 4,000 basic schools were targeted to benefit from the activities of the week.</li>   <li>❖ 12,000 seedlings targeted for planting in 4,000 basic schools</li> </ul>	<ul style="list-style-type: none"> <li>❖ Successfully engaged over one million two hundred thousand (1,200,000) pupils in more than 4,000 Basic schools across the country on good citizenship during the 2013 Citizenship Week in schools.</li>   <li>❖ About three thousand (3,000) seedlings were planted on school campuses across the country by resource persons who facilitated the 2013 Citizenship Week activities as a symbolic action to promote good environmental practices.</li>   <li>❖ More than two thousand (2,000) participants were physically in attendance. Millions reached through broadcasts on radio and television networks and publication in print media.</li>   <li>❖ Through the lecture the Commission succeeded in setting a positive agenda for public discourse on the polarization of the citizenry and the anxiety among Ghanaians on the outcome of the election petition. His Royal Majesty Otumfuo Osei Tutu II, Asantehene, was the lead advocate for national peace and unity at the program.</li> </ul>

	<ul style="list-style-type: none"> <li>✓ Media Engagements for editors and senior media managers to mark the 20<sup>th</sup> Anniversary of the Constitution.</li> </ul>		<ul style="list-style-type: none"> <li>❖ About twenty eight (28) senior editors and representatives of both print and electronic media houses were successfully sensitized on role of the media relations to promote civic education, tolerance, peace and stability for Ghana's democracy.</li> <li>❖ Successfully secured live coverage of Constitution Week program by the media for the first time in the history of the Commission.</li> </ul>
	<ul style="list-style-type: none"> <li>✓ Community Engagements on need for peace following the Supreme Court challenge of the 2012 Election results</li> </ul>		<p>Twenty five public fora on political tolerance, and fun games organized in all ten regions in collaboration with key stakeholders to reduce political tension and public anxiety due to the on-going Supreme Court election petition.</p>
	<ul style="list-style-type: none"> <li>✓ Project Citizen Program on public policy issues.</li> </ul>		<ul style="list-style-type: none"> <li>❖ Successfully re-launched and inaugurated a national board of patrons for Project Citizen. The re-launch helped to expand the number of participating schools.</li> <li>❖ Twenty two (22) selected civic education officers from all the regional offices of the Commission were given training on Project</li> </ul>

			Citizen strategies. This avails the Commission a rich resource of Trainers for other training on the project.
	✓ Signature campaign to mark 'International Women's Day'.		❖ About 1000 signatures of Ghanaian women were captured to mark International Women's Day
	✓ Child rights education on Child Labour.		❖ The Commission joined other social partners to mark the 2013 World Day Against Child Labor. The NCCE's Civic Education Club members presented a message, and also put up an impressive drama performance to educate and entertain the gathering.
	✓ School based civic education program on the Constitution of Ghana across the 10 regions of Ghana.		❖ More than one hundred (100) quiz competitions based on the Constitution were held throughout the country. Also, more than one thousand two hundred (1,200) members of Civic Education Clubs from the regions were given the opportunity to visit parliament house for the first time to witness the proceedings of parliament and interact with members of parliament.
	✓ Capacity building workshop for Accounts Officers and Administrative Staff		❖ 100 Accounts Officers were trained on Program Based Budgeting, implementation of GIFMIS and other related accounting issues



## 2014 HALF YEAR ACTIVITIES

The Commission's theme for the year is "**Strengthening the Pillars of our Democracy**". Highlights of the work and functions of state institutions and Ghana's democratic processes were explained to the Ghanaian public. Notable among the institutions were Parliament, District Assemblies, the Media, the Judiciary, the Executive, the Independent Governance Institutions (IGIs). The Commission further worked towards improving the level of citizenship engagement, deepening public knowledge and understanding of the above institutions as well as promoting national stability and democratic growth.

The first half of the year witnessed over 17,500 programs across the country on issues of strengthening our democracy, human rights, sanitation, indiscipline, tolerance among others reaching over three million Ghanaians nationwide.

Thematic area:- Transparent and Accountable Governance	Operations	Task Undertaken	Status of Implementation (Achievement of strategy)	
			Target	Achievement
<p><b>KEY FOCUS AREA :</b> Deepening the Practice of Democracy and institutional Reform</p> <p><b>PROGRAM :Civic Education</b></p> <p><b>PROGRAMME OBJECTIVE :</b> To promote and sustain constitutional democracy and inculcate in the Ghanaian citizenry the awareness of their rights and obligations through civic education</p>	<p>Creating and sustaining awareness among citizens on Good Governance at all levels of society</p>	<ul style="list-style-type: none"> <li>✓ Constitution Review Implementation Committee and NCE Stakeholder briefing</li> <li>✓ Dialogue series</li> <li>✓ Sponsored program on Child Early and Forced Marriage for media personnel, communities and youth groups</li> </ul>	<p>Coverage in all 216 Districts</p>	<p>30% community engagements undertaken. Work continues from July due to resource constraints</p>
	<p>Education and sensitization of the public on the principles of the 1992 Constitution</p>	<ul style="list-style-type: none"> <li>✓ Democracy Education (Three Arms of Government, Health etc. )</li> <li>✓ Project Citizen Ghana showcases</li> </ul>	<p>Coverage in all 216 Districts</p>	<p>65% community engagements undertaken with support from the European Union and development partners</p>

	Celebration of the Annual Citizenship Week and continue	✓ Citizenship Week observed	Coverage in all 216 Districts	Fully implemented
	Collaboration with the Electoral Commission to sensitize the citizenry to reduce acrimony and create a free political environment	✓ Collaborative programs ✓ Inter-party dialogue committee meeting	Coverage in all 216 Districts	60% community engagements on tolerance and non-violence undertaken with the support of development partners. Awaiting relevant information from EC and CRIC to begin specific voter education programs
	Nationwide voter education and sensitization of the 2014 District Assembly Elections		Coverage in all 216 Districts	Awaiting guidance from the Electoral Commission to begin civic and voter education on the district level elections and referendum

## NCCE PROFILE (current situation)

As indicated earlier in this chapter, performance is an index of factors including availability of funds, materials, infrastructure, working environment on one side and the right mix of the appropriate human resource base.

It is the right blend of the two forms of resource that generates expected results. It is important at this point, therefore, to discuss/ analyze the conditions under which the NCCE performed within the period under review. We would do this as we profile the current situation in terms of office accommodation and infrastructure, logistics and materials, and human resource.

### (a) Office and related infrastructure

Although NCCE is playing a key role in consolidating democracy in Ghana, it has no permanent office facilities for its Head Office. The present office location of NCCE, within the Electoral Commission building, is inadequate and makes effective delivery of work difficult. Staff have no offices as most share the limited space provided within the Electoral Commission building: over 120 staff sharing eight rooms. There are no facilities for storage and maintenance of files, materials and information. Most NCCE staff have no access to rest rooms. Most Regional and District Offices are also constrained by lack of office space.

Whilst a large number of these offices are in the Regional and District Administration blocks, others operate from rented premises with very high rental charges. In view of the low budgetary allocation, a number of offices have defaulted in rent payment and are under threat of eviction. It is also important to note that some of the Regional District Offices have not been able to pay their electricity, water and telephones bills and have been disconnected. These conditions do not provide the conducive atmosphere required for effective work.

Most of our Regional and District Offices lack duty posts due to high rent advances demanded by landlords.

### Office Accommodation

Cost Centre	Districts			Regions		Office under construction
	Rented	Own Property	Non Rented	Rented	Non Rented	
Gt. Accra	8	-	6	-	1	
Eastern	10	-	11	1	-	
Western	3	-	14	-	1	
Ashanti	4	2	21	1	-	
Brong Ahafo	1	-	21	-	1	
Northern Region	5	-	17	-	1	
Upper East	-	-	9	-	1	
Upper West	-	-	9	-	1	

Volta Central	10 6	1 -	6 12	1 -	1 -	1
<b>Total</b>	<b>47</b>	<b>3</b>	<b>126</b>	<b>3</b>	<b>7</b>	<b>1</b>

- **Most of the non-rented offices are one-room offices within the District Administration Offices**
- **The Commission has to construct District and Regional Offices including the Head Office to reduce the huge rent payment and also enhance the image of the Commission**

**(b) Logistics and materials/teaching aids**

There is lack of logistics such as vehicles, motorbikes and bicycles which are important for effective delivery of civic education. Most of the existing equipment, vehicles and materials are inadequate, outmoded and obsolete.

See below for details of logistics and equipment in the Commission. The gap shown is affecting the quality of civic education delivery of the NCCE.

S/No.	Item	Current Status	Actual Requirement	Gap
1	Computers	360	482	122
2	Printers	294	482	188
3	UPS	264	482	218
4	Photocopiers	21	185	164
5	Scanners	24	185	161
6	Vehicles	135	271	136
7	Air Conditioners	38	80	12
8	Refrigerators	45	226	181

9	Typewriters	17	20	3
10	TV Sets	35	226	191
11	Furniture	221	400	179
12	Public Address Systems	380	432	52
13	Motorbikes	66	226	160
14	Cabinets	34	226	192
15	Smoke Detectors	24	40	16
16	LG LED TV	4	14	10
17	Subwoofer	4	14	10
18	Mobile phones	36	36	-
19	Solatek Multiguard	15	15	-
20	Laptops	22	226	204
21	Crash Helmets	116	226	110
22	Camcorders	2	20	18
23	Network Tools	3	12	9
24	Power Amplifier	2	2	-
25	12 Channel Mixer	2	2	-
26	Graphic Equalizer	2	2	-
27	Speakers	4	10	6
28	Other Office Equipment	175	-	175

### **Human Resource**

The staff strength of the Commission is one thousand, one hundred and fifteen males and six hundred and three females representing sixty-five and thirty-five percent respectively as at May 2014 as compared to the establishment warrant of 1767 with an average of eight (8) staff per district and twelve for Regional Offices made up of one thousand, one hundred and thirty-four (1134) males and six hundred and six (606) females. The average qualification of staff is a first degree.

<b>REGION</b>	<b>MALE</b>	<b>FEMALE</b>	<b>TOTAL STRENGTH</b>
Headquarters	77	55	132
Gt. Accra	100	133	233
Eastern	131	62	193
Central	110	55	165
Volta	113	62	175
Western	85	49	134
Ashanti	144	67	211
Brong Ahafo	102	41	143
Northern	140	27	167
Upper East	62	25	87
Upper West	51	27	78
<b>Total</b>	<b>1115</b>	<b>603</b>	<b>1718</b>

### **Information and Communication Technology**

The Commission has a website that provides up to date information on activities and programs to the public.

#### **Summary of Key Development Problems/Issue**

1. Insufficient public ownership and participation in governance processes by the citizenry
2. Limited awareness, advocacy and enforcement of citizens' right and responsibilities
3. Weak communication in budget preparation, implementation and expenditure tracking

4. Poor level of confidence in the justice and administrative systems
5. Low public awareness of legal aid services to the citizens
6. Inadequate community and citizen involvement in public safety

**Gaps/Situational Analysis**

The problems and issues that negatively impacted on the performance of the NCCE within the period 2010-2013 are summed up below:-

- Insufficient funds for civic education activities
- Insufficient logistics for civic education
- Lack of office accommodation

***Income and Expenditure 2012-2014***

<b>INCOME</b>	<b>2012 GH¢'000</b>	<b>2013 GH¢'000</b>	<b>2014 GH¢'000 (Jan-June)</b>
Compensation of Employees	23,355	24,299	13,186.28
Goods and Service	3,929	1,636	418.754
Assets	3,527		

<b>TOTAL</b>	<b>30,811</b>	<b>25,935</b>	<b>13,605.03</b>
<b>EXPENDITURE</b>	<b>2012 GH¢'000</b>	<b>2013 GH¢'000</b>	<b>2014 GH¢'000 (Jan-June)</b>
Compensation of Employees	23,355	24,299	13,186.28
Goods and Service			
Assets	3,929	1636.1	418.754
	3,527		
<b>TOTAL</b>	<b>30,811</b>	<b>25,935.1</b>	<b>13,605.03</b>



**BUDGET ALLOCATION FOR THE PERIOD 2012 – 2014**

	APPROVED BUDGET			ACTUAL RELEASE			ACTUAL EXPENDITURE		
	2012	2013	2014 (Jan-June)	2012	2013	2014 (Jan – June)	2012	2013	2014 (Jan-June)
<i>Recurrent</i>									
Compensation of Employees	5,027,533	14,397,402	24,003,989.50	8,941,015	13,344,038	13,186,284.32	8,941,015	13,344,038	13,186,284.32
Goods and Services	3,160,598	2,239,897	1,042,338.50	1,053,528	642,994	418,754.00	1,053,528	642,994	418,754.00
Assets	316,800	1,465,850	nil	nil	nil	nil	nil	Nil	nil
<b>Total</b>	<b>8,504,931</b>	<b>18,103,149</b>	<b>25,046,327.50</b>	<b>9,994,543</b>	<b>13,987,032</b>	<b>13,605,038.32</b>	<b>9,994.543</b>	<b>13,987,038</b>	<b>13,605,038.32</b>

**CHAPTER 2:**

**PRIORITIZATION OF IDENTIFIED ISSUES**

This chapter seeks to identify the development issues of the NCCE in order of priority.

The NCCE identifies one (1) of the thematic area of the M-TDPF viz. **Transparent and Accountable Governance** as a priority area. (see matrix below)

**Matrix showing identified issues as linked to Medium-Term Development Policy Framework.**

<i>Thematic areas of the Medium-Term Development Framework</i>	<i>Identified NCCE Development Issues</i>
Transparent and Accountable Governance	<ol style="list-style-type: none"><li>1. Insufficient public ownership and participation in governance processes by the citizenry</li><li>2. Limited awareness, advocacy and enforcement of citizens' right and responsibilities</li><li>3. Lack of confidence in the justice and administrative systems</li><li>4. Low public awareness of legal aid services to the citizens</li><li>5. Inadequate community and citizen involvement in public safety</li><li>6. Weak communication in budget preparation, implementation and expenditure tracking</li></ol>

### **Prioritization of Issues/Problems**

1. Insufficient public ownership and participation in governance processes by the citizenry
2. Limited awareness, advocacy and enforcement of citizens' right and responsibilities
3. Poor level of confidence in the justice and administrative systems
4. Low public awareness of legal aid services to the citizens
5. Inadequate community and citizen involvement in public safety
6. Weak communication in budget preparation, implementation and expenditure tracking

### **Basis for prioritization**

An institution such as the NCCE must first have the organizational capacity to perform its functions properly. The prioritization of the issues is to reflect the clear linkages between the identified problems/issues.

There is also an effort to match the sector development issues with the potentials that exist to enhance the achievement of the goals, opportunities that can be explored and utilized, constraints and challenges that limit the sector's capacity to achieve set goals and objectives.

## CHAPTER 3

### DEVELOPMENT GOALS, ADOPTED OBJECTIVES AND STRATEGIES

Consistent with its constitutional mandate, NCCE's *vision* is to be an effective independent governance institution delivering civic education to all Ghanaians and working towards sustaining Ghana's Democracy. Its goal therefore is that a significant number of Ghanaians attain awareness of their civic rights and responsibilities.

Based upon this vision, the NCCE has made a number of projections to guide its actions and to help it achieve the objectives of its NMTDP.

This chapter also captures targets, expected output and outcomes and strategies for the achievement of the goals.

#### **Development Projections:**

- 40% increase in public participation and governance process
- 40% of Ghanaians made conscious of their Constitutional rights and responsibilities.
- 80% increase in the citizenry level of confidence in the delivery of justice and administration system
- 50% of Ghanaians well sensitized to uphold the principles of transparency, citizens' participation and accountability.
- 50% increase of community and citizens' involvement in public safety through public education
- Foster a strong linkage between budget preparation, implementation and expenditure tracking

#### **Policy Objectives and Strategies derived from NMTD- Framework 2014 - 2016**

In pursuance of national priorities as contained in the National Medium-Term Development Policy Framework, the NCCE, for strategic planning purposes has set for itself, the achievement of the following program objectives within the 3-year period (2015 to 2017): -

1. To expand and sustain opportunities for effective citizenry engagement;
2. Strengthen and promote the culture of rights and responsibilities
3. Promote social accountability in the public policy cycle
4. Enhance public education on legal aid, justice delivery and administration
5. Improve internal security for human safety and protection
6. Instill a sense of duty and civic responsibility (patriotism)

### ***Strategies***

The strategies for achieving the targets above are presented below:

1. Enhance avenues for citizen engagement with Government at all levels to ensure responsiveness and accountability from duty bearers
2. Strengthen engagement between assembly members and citizens
3. Create awareness of citizens' rights and responsibilities
4. Strengthen communications platforms for civil society to enhance participation in the policy process
5. Increase and expand public outreach and engagement activity through the media and other targeted programs
6. Intensify public education on disaster safety measures

## **CHAPTER 4**

### **DEVELOPMENT PROGRAMMES AND SUB-PROGRAMMES**

The formulation of the NCCE inputs into its program is guided by the commitment to deepen the practice of democracy in Ghana. Though an independent Governance Institution, the NCCE recognizes the need for joint efforts through collaboration with and support from development partners, to sustain programs and projects outlined by the Commission.

Details of inputs under this segment are presented under a broad framework of program and sub-program.

The challenge here is the capacity, willingness and commitment of the various institutions, among others, Electoral Commission, CHRAJ, National Media Commission, the Ghana Education Service, the Security Agencies, Revenue Agencies and District Assemblies, Ghana Aids Commission, Ghana Youth Authority to exploit the advantages of collaboration and co-operation with the NCCE towards optimizing resources for greater impact.

Finally in this segment a financial plan indicating time frames within the period 2015-2017 is presented. It is expected that the Government of Ghana (to a large extent) and Development Partners will provide funding for the programs.

## TRANSPARENT AND ACCOUNTABLE GOVERNANCE

KEY FOCUS AREA	ISSUES	POLICY OBJECTIVE	STRATEGIES
Deepening the practice of Democracy and Institutional Reform	➤ Insufficient public ownership and participation in governance processes by the citizenry	1.1 Expand and sustain, opportunities for effective citizens engagement	1.1.2 Enhance avenues for citizens' engagement with Government at all levels to ensure responsiveness and accountability from duty bearers
	➤ Limited awareness, advocacy and enforcement of rights and responsibilities	1.2 Strengthen and promote the culture of rights and responsibilities	1.2.1 Intensify and sustain awareness of rights and responsibilities at all levels
Development Communication	➤ Ineffective and inefficient feedback mechanism in MDAs and between state and non-state actors	2.1 Promote social accountability in the public policy cycle	2.1.1 Expand communication platforms for civil society to enhance participation in the policy process
Access to Rights and Entitlements	➤ Child abuse and harmful traditional practices	2.2 Protect children from direct and indirect physical and emotional harm	1.11.1 Intensify public education programs on children's rights and the dangers of child abuse and harmful cultural practices

**Programs:-**

**THEMATIC AREA** : **TRANSPARENT AND ACCOUNTABLE GOVERNANCE**

**KEY FOCUS AREA** : **Deepening the Practice of Democracy and Institutional Reform**

**PROGRAMME** : **Management and Administration**

**PROGRAMME OBJECTIVE:** **To effectively coordinate the activities of the various departments and directorates within the Commission to ensure the provision of adequate logistics and improve planning and management for quality service delivery**

SUB-PROGRAM	OPERATIONS/PROJECTS	ADOPTED STRATEGY
1.1 <b>General Administration/Human Resource</b> ➤ Coordinating the activities of various departments and regional and district offices within the Commission and ensuring the provision of adequate logistics	1.1.1 Train staff annually to improve capacity for delivery of civic education 1.1.2 Undertake Internal Audit program in all 227 Cost Centres 1.1.3 Management participation in international program 1.1.4 Maintenance of Assets and Liabilities 1.1.5 Organize Management/Committee meetings 1.1.6 Continue and complete NCCE Ho Regional Office by 2015 1.1.7 Continue Head Office building from 2015-2017	<ul style="list-style-type: none"><li>• Enhance avenues for citizen engagement with Government at all levels to ensure responsiveness and accountability from duty bearers</li></ul>



**SUB-PROGRAMME/OPERATIONS**

SUB-PROGRAM	OPERATIONS/PROJECTS	ADOPTED STRATEGY
<p><b>1.2 Finance</b></p> <ul style="list-style-type: none"> <li>➤ Improving resource mobilization, financial management and reporting</li> </ul>	<p>1.2.1 Organize Budget Committee meeting</p> <p>1.2.2 Collation of data of budgeting from regions and district</p> <p>1.2.3 Review financial reports from regions and districts</p> <p>1.2.4 Assessment on the state of Assets of the Commission</p>	<ul style="list-style-type: none"> <li>• Strengthen communications platforms for civil society to enhance participation in the policy process especially in budget and policy monitoring</li> </ul>
<p><b>1.3 Policy, Planning, Research, Monitoring and Evaluation</b></p> <ul style="list-style-type: none"> <li>➤ Determining and reviewing policies, planning, research, monitoring and evaluation</li> </ul>	<p>1.3.1 Undertake quarterly monitoring activities in 227 Cost Centres from 2015-2017</p> <p>1.3.2 Implement monitoring and evaluation report from 2015 – 2017</p> <p>1.3.3 Review and implementation of Strategic Plan</p> <p>1.3.4 Conduct research on activities that limit true democracy</p>	<ul style="list-style-type: none"> <li>• Enhance avenues for citizen engagement with Government at all levels to ensure responsiveness and accountability from duty bearers</li> </ul>
<p><b>1.4 Statistics, Information and Public Relations</b></p> <ul style="list-style-type: none"> <li>➤ Gathering data, processing information and improving public relations</li> </ul>	<p>1.4.1 Maintenance and management of network</p> <p>1.4.2 Production and distribution of civic education materials</p>	<ul style="list-style-type: none"> <li>• Enhance avenues for citizen engagement with Government at all levels to ensure responsiveness and accountability from duty bearers</li> </ul>

	1.4.3 Media engagement and publicity of program	
	1.4.4 Purchase of communication equipment and accessories	

**THEMATIC AREA** : **TRANSPARENT AND ACCOUNTABLE GOVERNANCE**

**KEY FOCUS AREA** : **Deepening the Practice of Democracy and institutional Reform**

**PROGRAM** : **Civic Education**

**PROGRAMME OBJECTIVE:** To promote and sustain constitutional democracy and inculcate in the Ghanaian citizenry the awareness of their Rights and obligations through civic education

SUB-PROGRAM	OPERATIONS/PROJECTS	ADOPTED STRATEGY
1.1 <b>Constitutional Awareness Creation</b> ➤ To create and sustain within the society the awareness of the principles and the objectives of constitution	2.1.1 Create and sustain awareness among citizens annually on Good Governance at all levels of society from 2015 – 2017  2.1.2 Educate and sensitize the public on the principles of the 1992 Constitution  2.1.3 Creation of awareness through annual constitution week activities  2.2.4 Acquire fifty (50) Pickups with public address systems by December, 2016	<ul style="list-style-type: none"><li>• Strengthen engagement between assembly members and citizens</li><li>• Create awareness of citizens’ right and responsibilities</li><li>• Strengthen communication platforms for civil society to enhance participation in policy process</li><li>• Increase and expand public outreach and engagement activity through the media in other targeted program</li><li>• Intensify public education on disaster and safety measures</li></ul>

SUB-PROGRAM	OPERATIONS/PROJECTS	ADOPTED STRATEGY
<p>1.2 <b><i>Deepening and Sustaining Civic Awareness</i></b></p> <p>➤ To formulate, implement and oversee program intended to inculcate in the citizens of Ghana awareness of their civic responsibilities and appreciation of their rights and obligations as free people of Ghana</p>	<p>2.2.1 Collaborate with Electoral Commission to sensitize the citizenry to reduce acrimony and create a stable political environment</p> <p>2.2.2 Undertake Social Auditing activities in regions and districts</p> <p>2.2.3 Community outreach, TV and Radio program and mobile cinema shows</p> <p>2.2.4 Procure ten (10) Cinema Vans and Accessories</p>	<ul style="list-style-type: none"> <li>Public education on the Whistle Blower’s Act, Guidelines on Conflict of Interest and Code of Conduct for Public Officers</li> </ul>
<p>1.3 <b><i>Patriotism and Good Citizenship</i></b></p> <p>➤ To implement and sustain program intended to inculcate in the youth virtues and values of good citizenship</p>	<p>2.3.1 Organize quiz and debates at basic, secondary and tertiary schools</p> <p>2.3.2 Undertake Project Citizen in schools</p> <p>2.3.3 Observe Citizenship Week in schools</p> <p>2.3.4 Use Civic Clubs to educate the youth on Good Citizenship</p>	

### ***Joint programs***

- Civic education on District level elections and electoral issues jointly with Electoral Commission and Ministry of Local Government and Rural Development
- Inculcate in citizens, rights and responsibilities, jointly with CHRAJ
- Interaction with media on good journalistic practices, jointly with National Media Commission
- Public education on civil/military relations, jointly with Ghana Armed Forces, Police, Prisons, Immigration, CEPS and Fire Service
- Citizenship education, jointly with Ghana Education Service
- Education on duties of a citizen with focus on revenue generation, safeguarding of assets, environment and resource sustainability, jointly with Revenue Agencies/Metropolitan, Municipal and District Assemblies (MMDAs)
- Sensitization on HIV/AIDS in collaboration with Ghana Aids Commission
  - Gender issues with Ministry of Women and Children's Affairs
  - Political inclusion of the Vulnerable and Excluded, with Ghana Society for the Disabled and Ministry of Social Welfare

**Table 4.1: Indicative Financial Plan**

**Programs:-**

**THEMATIC AREA** : **TRANSPARENT AND ACCOUNTABLE GOVERNANCE**

**KEY FOCUS AREA** : **Deepening the Practice of Democracy and institutional Reform**

**PROGRAMME** : **Management and Administration**

**PROGRAM OBJECTIVE:** *To effectively coordinate the activities of the various departments and directorates within the Commission to ensure the provision of adequate logistics and improve planning and management for quality service delivery*

**SUB-PROGRAM/OPERATIONS**

SUB-PROGRAM	OPERATIONS/PROJECTS	ADOPTED STRATEGY	INDICATIVE COST				SOURCES OF FUNDS		IMPLEMENTATION	
			GHC'000				GOG	DONOR	AGENCIES	
			2015	2016	2017	TOTAL			LEAD	COLLABORATING
<b>1.1 General Administration/Human Resource</b> ➤ Coordinating the activities of various departments and directorates within the Commission and ensuring the provision of adequate logistics	1.1.1 Train staff annually to improve capacity for delivery of civic education	❖ Enhance avenues for citizen engagement with Government at all levels to ensure responsiveness and accountability from duty bearers	230	253	278	761	GoG			
	1.1.2 Undertake Internal Audit program in all 227 Cost Centres		82	91	100	273	"			
	1.1.3 Management									

	participation in international program		41	45	50	136	"			
	1.1.4 Maintenance of Assets and Liabilities		2,531	2,784	3,062	8,377	"			
	1.1.5 Organize Management/Committee meetings		44	48	53	145	"			
	1.1.6 Continue and complete NCCE Ho Regional Office by December, 2015		200	200	220	620				
	1.1.7 Construction of Head Office building from 2014-2016		1,500	1,500	1,650	4,650				
	1.1.8 Rehabilitation of Research Block		-	-	-	-				
<b>1.2 Finance</b>										
➤ Improving resource mobilization, financial management and reporting	1.2.1 Organize Budget Committee meeting		23	25	28	76	"			
	1.2.2 Collation of data of budgeting from regions and district		29	32	35	96	"			
	1.2.3 Review financial reports from regions and districts		23	25	28	76	"			
	1.2.4 Assessment on the state of Assets of the Commission		23	25	28	76	"			

<b>1.3 Policy, Planning, Research, Monitoring and Evaluation</b> ➤ Determining and reviewing policies, planning, research, monitoring and evaluation	1.3.1 Undertake quarterly monitoring activities in 227 Cost Centres from 2014-2016		56	62	68	186	GoG			
	1.3.2 Implement monitoring and evaluation report from 2014 – 2016		86	63	69	218	"			
	1.3.3 Review and implementation of Strategic Plan		57	63	69	189	"			
	1.3.4 Conduct research on activities that limit true democracy		230	253	278	761	"			
	1.3.5 Purchase of phones for digital data collection for all 216 districts		108	119	131	358				
<b>1.4 Statistics, Information and Public Relations</b> ➤ Gathering data, processing information and improving public relations	1.4.1 Maintenance and management of network		57	63	69	189	GoG			
	1.4.2 Production and distribution of civic education materials		57	63	69	189	"			
	1.4.3 Media engagement and publicity of program		57	63	69	189	"			
	1.4.4 Purchase of communication equipment and accessories		57	63	69	189	"			



**THEMATIC AREA** : **TRANSPARENT AND ACCOUNTABLE GOVERNANCE**

**KEY FOCUS AREA** : **Deepening the Practice of Democracy and institutional Reform**

**PROGRAM** : **Civic Education**

**PROGRAM OBJECTIVE:** To promote and sustain constitutional democracy and inculcate in the Ghanaian citizenry the awareness of their Rights and obligations through civic education

SUB-PROGRAMM	OPERATIONS/PROJECTS	ADOPTED STRATEGY	INDICATIVE COST GH¢'000				SOURCES OF FUNDS		IMPLEMENTATION AGENCIES	
			2015	2016	2017	TOTAL	GOG	DONOR	LEAD	COLLABORATING
<b>2.1 Constitutional Awareness Creation</b> ➤ To create and sustain within the society the awareness of the principles and objectives of the 1992 Constitution	2.1.1 Create and sustain awareness among citizens annually on Good Governance at all levels of society from 2014 – 2016	<ul style="list-style-type: none"> <li>Create awareness of citizens' right and responsibilities</li> </ul>	230	253	278	761	GoG			
	2.1.2 Educate and sensitize the public on the principles of the 1992 Constitution		287	316	348	951	"			
	2.1.3 Creation of awareness through annual constitution week activities	<ul style="list-style-type: none"> <li>Increase and expand public outreach and engagement activity through the media in other targeted program</li> </ul>	311	342	376	1,029	"			
	2.1.4 Acquire fifty (50) Pickups with									

	public address system by December, 2016		1,380	1,518	1,670	4,568				
<b>2.2 Deepening and Sustaining Civic Awareness</b> ➤ To formulate, implement and oversee program intended to inculcate in the citizens of Ghana awareness of their civic responsibilities and appreciation of their rights and obligations as free people of Ghana	2.2.1 Collaborate with Electoral Commission to sensitize the citizenry to reduce acrimony and create a free political environment	<ul style="list-style-type: none"> <li>Strengthen communication platforms for civil society to enhance participation in policy process</li> </ul>	230	253	278	761	GoG		NCCE	EC
	2.2.2 Undertake Social Auditing activities in regions and districts	<ul style="list-style-type: none"> <li>Public education on the Whistle Blower's Act, Guidelines on Conflict of Interest and Code of Conduct for Public Officers</li> </ul>	161	177	195	533	"			
	2.2.3 Community outreach, TV and Radio program and mobile cinema shows		184	203	223	610	"			
	2.2.4 Procure ten (10) Cinema Vans and Accessories		517	759	835	2,111				
<b>2.3 Patriotism and Good Citizenship</b> ➤ To implement and sustain program intended to inculcate in the youth virtues and values of good citizenship	2.3.1 Organize quiz and debates at basic, secondary and tertiary schools	<ul style="list-style-type: none"> <li>Strengthen engagement between assembly members and citizens</li> </ul>	157	173	190	520	GoG			
	2.3.2 Undertake Project Citizen in schools	<ul style="list-style-type: none"> <li>Intensify public education on disaster and safety measures</li> </ul>	157	173	190	520	"			

	2.3.3 Observe Citizenship Day in schools		157	173	190	520	"			
	2.3.4 Use Civic Clubs to educate the youth on Good Citizenship		159	174	191	524	"			

**CHAPTER 5**  
**Annual Action Plan**

*Goal: That a significant number of Ghanaians attain awareness of their civic rights and responsibilities*

NCCE ADOPTED POLICY OBJECTIVE	NCCE ADOPTED STRATEGIES	NCCE PROGRAMS AND SUB-PROGRAMS	PROJECT/OPERATIONS	LOCATION	OUTPUT INDICATORS	QUARTERLY TIME FRAME GH¢'000				INDICATIVE BUDGET			IMPLEMENTING AGENCY	
						1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	GoG	IGF	DONOR		
1. <i>To effectively coordinate the activities of the various departments and directorates within the Commission to ensure the provision of adequate logistics and improve planning and management for quality service delivery</i>	❖ Enhance avenues for citizen engagement with Government at all levels to ensure responsiveness and accountability from duty bearers	1.1 <b>General Administration/Human Resource</b> ➤ Coordinating the activities of various departments and directorates within the Commission and ensuring the provision of adequate logistics	1.1.1 Train staff annually to improve capacity for delivery of civic education		Percentage of staff trained	57.5	57.5	57.5	57.5	GoG				
			1.1.2 Undertake Internal Audit program in all 222 Cost Centres		Number of cost centres audited		41		41					
			1.1.3 Management participation in international program				15	16	10					
			1.1.4 Maintenance of Assets and Liabilities			633	633	633	633					
			1.1.5 Organize Management/Committee meetings			11	11	11	11					
			1.1.6 Continue and complete NCCE Ho Regional Office by December, 2015		Progress of work (Ho Regional Off) Progress of work (Head office building)		100		100					

**Annual Action Plan**

**Goal: That a significant number of Ghanaians attain awareness of their civic rights and responsibilities**

NCCE ADOPTED POLICY OBJECTIVE	NCCE ADOPTED STRATEGIES	NCCE PROGRAMS AND SUB-PROGRAMS	PROJECT/OPERATIONS	LOCATION	OUTPUT INDICATORS	QUARTERLY TIME FRAME GH¢'000				INDICATIVE BUDGET			IMPLEMENTING AGENCY	
						1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	GoG	IGF	DONOR		
			1.1.7 Continue Head Office building from 2014 - 2016				750		750					
		1.2 <b>Finance</b> Improving resource mobilization, financial management and reporting	1.2.1 Organize Budget Committee meeting					23		"				
			1.2.2 Collation of data on budgeting from regions and districts				14	15		"				
			1.2.3 Review financial reports from regions and districts				5	5	5	8	"			
			1.2.4 Assessment on the state of Assets of the Commission						23		"			
		1.3 <b>Policy, Planning, Research, Monitoring and Evaluation</b> ➤ Determining and reviewing policies, planning, research, monitoring and evaluation	1.3.1 Undertake quarterly monitoring activities in 227 Cost Centres from 2014 - 2016			14	14	14	14	"				

Annual Action Plan

Goal: *That a significant number of Ghanaians attain awareness of their civic rights and responsibilities*

NCCE ADOPTED POLICY OBJECTIVE	NCCE ADOPTED STRATEGIES	NCCE PROGRAMS AND SUB-PROGRAMS	PROJECT/OPERATIONS	LOCATION	OUTPUT INDICATORS	QUARTERLY TIME FRAME				INDICATIVE BUDGET			IMPLEMENTING AGENCY	
						1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	GoG	IGF	DONOR		
			1.3.2 Implement monitoring and evaluation report from 2014 - 2016			21.5	21.5	21.5	21.5					
			1.3.3 Review and implementation of Strategic Plan				28.5	28.5						
			1.3.4 Conduct research on activities that limit true democracy			115		115						
			1.3.5 Purchase of phones for digital data collection for all 216 districts			54		54						
		1.4 <b>Statistics, Information and Public Relations</b> ➤ Gathering data, processing information and improving public relations	1.4.1 Maintenance and management of network			14.25	14.25	14.25	14.25					
			1.4.2 Production and distribution of civic education materials			28.5		28.5						

Annual Action Plan

**Goal: *That a significant number of Ghanaians attain awareness of their civic rights and responsibilities***

NCCE ADOPTED POLICY OBJECTIVE	NCCE ADOPTED STRATEGIES	NCCE PROGRAMS AND SUB-PROGRAMS	PROJECT/OPERATIONS	LOCATION	OUTPUT INDICATORS	QUARTERLY TIME FRAME				INDICATIVE BUDGET			IMPLEMENTING AGENCY	
						1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	GoG	IGF	DONOR		
			1.4.3 Media engagement and publicity of program			14.25	14.25	14.25	14.25					
			1.4.4 Purchase of communication equipment and accessories				57							

## Annual Action Plan

### Goal: That a significant number of Ghanaians attain awareness of their civic rights and responsibilities

NCCE ADOPTED POLICY OBJECTIVE	NCCE ADOPTED STRATEGIES	NCCE PROGRAMS AND SUB-PROGRAMS	PROJECT/OPERATIONS	LOCATION	OUTPUT INDICATORS	QUARTERLY TIME FRAME				INDICATIVE BUDGET			IMPLEMENTING AGENCY	
						1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	GoG	IGF	DONOR		
2. To promote and sustain constitutional democracy and inculcate in the Ghanaian citizenry the awareness of their rights and obligations through civic education	❖ Create awareness of citizens' rights and responsibilities	2.1 <b>Constitutional Awareness Creation</b> ✓ To create and sustain within the society the awareness of the principles and objectives of the 1992 Constitution	2.1.1 Create and sustain awareness among citizens annually on Good Governance at all levels of society from 2014 - 2016			57.5	57.5	57.5	57.5					
			2.1.2 Educate and sensitize the public on the principles of the 1992 Constitution			71.75	71.75	71.75	71.75					
	2.1.3 Creation of awareness through annual Constitution Week celebration				311									
	2.1.4 Acquire fifty (50) Pickups with public address system by December, 2016					1,380								

## Annual Action Plan



**Goal: That a significant number of Ghanaians attain awareness of their civic rights and responsibilities**

NCCE ADOPTED POLICY OBJECTIVE	NCCE ADOPTED STRATEGIES	NCCE PROGRAMS AND SUB-PROGRAMS	PROJECT/OPERATIONS	LOCATION	OUTPUT INDICATORS	QUARTERLY TIME FRAME GH'000				INDICATIVE BUDGET			IMPLEMENTING AGENCY	
						1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	GoG	IGF	DONOR		
2. To promote and sustain constitutional democracy and inculcate in the Ghanaian citizenry the awareness of their rights and obligations through civic education	❖ Strength communication platforms for civil society to enhance participation in policy process	2.2 <b>Deepening and Sustaining Civic Awareness</b> ✓ To formulate, implement and oversee program intended to inculcate in the citizens of Ghana awareness of their civic responsibilities and appreciation of their rights and obligations as free people of Ghana	2.2.1 Collaborate with Electoral Commission to sensitize the citizenry to reduce acrimony and create a free political environment				100	130						
			2.2.2 Undertake Social Auditing activities in regions and districts			40	40	40	41					
	2.2.3 Community outreach, TV and Radio program and mobile cinema shows				46	46	46	46						
	2.2.4 Procure ten (10) Cinema Vans and Accessories								1,125					

Annual Action Plan

**Goal: That a significant number of Ghanaians attain awareness of their civic rights and responsibilities**

NCCE ADOPTED POLICY OBJECTIVE	NCCE ADOPTED STRATEGIES	NCCE PROGRAMS AND SUB-PROGRAMS	PROJECT/OPERATIONS	LOCATION	OUTPUT INDICATORS	QUARTERLY TIME FRAME GH'000				INDICATIVE BUDGET			IMPLEMENTING AGENCY	
						1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	GoG	IGF	DONOR		
	❖ Strengthen engagement between Assembly Members and Citizens	2.3 <b><i>Patriotism and Good Citizenship</i></b> ✓ To implement and sustain program intended to inculcate in the youth virtues and values of good citizenship	2.3.1 Organize quiz and debates at basic, secondary and tertiary schools			30	40	40	47					
	❖ Intensity public education on Disaster and Safety measures		2.3.2 Undertake Project Citizen in schools			50	50	57						
			2.3.3 Observe Citizenship Day in schools			157								
			2.3.4 Use Civic Clubs to educate the youth on Good Citizenship			30	40	40	49					

## **CHAPTER 6**

### **MONITORING AND EVALUATION ARRANGMENTS**

The nature of NCCE's work demands a strong arm of monitoring and evaluation to ensure maximum co-ordination for the attainment of set objectives.

Monitoring and Evaluation will be undertaken at three levels: first at the institutional level to ensure that planned activities are carried out, resources properly managed and outcomes fairly assessed.

The second form of M & E is at the level of beneficiaries of NCCE's outputs i.e. the communities, educational institutions, working people, traditional leaders, District Assemblies, churches and mosques etc.

Thirdly, evaluation particularly, is important in the effort to maintain acceptable relationships with external institutions that collaborate, support or sponsor projects, program and activities in special and/or cross cutting activities.

To effectively monitor the three levels of M&E, dependable clear guidelines supported by baseline information and standardized benchmarks are provided to improve its outputs, from the headquarters through the regions and the districts, as forms of internal and/or external tools of management

## **CHAPTER 7**

### **COMMUNICATION STRATEGY**

The NCCE strategic plan argues for the best delivery of civic education through channels such as the media, billboards, focus group discussions, workshops, community meetings etc.

For the attainment of the NMTDPF objectives, the NCCE outlines the following communication strategies:

1. Periodic meeting with stakeholders
2. Printing and distribution of civic education materials
3. Use of electronic, print media and social media to enhance quality and frequency of engagement with the public

