

MINISTRY OF INFORMATION

ANNUAL PROGRESS REPORT

2010

TABLE OF CONTENT

PART ONE	4
EXECUTIVE SUMMARY	4
PART TWO (2)	9
2.5.1 INFORMATION SERVICES DEPARTMENT	11
2.5.2 GHANA NEWS AGENCY (GNA)	12
2.5.3 GHANA BROADCASTING CORPORATION	12
2.5.4 NATIONAL FILM AND TELEVISION INSTITUTE (NAFTI)	12
2.6.1 GHANA PUBLISHING CORPORATION (GPC)	12
2.6.2 OTHERS ARE THE GRAPHIC COMMUNICATIONS GROUP LTD AND THE NEW TIMES CORPORATION.	13
SECTOR/GENERAL ADMINISTRATION (HQ)	14
THE MINISTRY – GENERAL ADMINISTRATION	15
HUMAN RESOURCE MANAGEMENT ANALYSIS	15
A. THE TOTAL STAFF STRENGTH OF THE MINISTRY WAS 64 AS AT 31ST DECEMBER,	15
B. RATIOS:	15
C. TRAINING AND DEVELOPMENT	15
MATRIX MARKED APPENDIX 'A3'	15
D. AGE DISTRIBUTION	15
STAFF ON CONTRACT	16
THERE WAS ONE CONTRACT STAFF AS AT DECEMBER, 2010.	16
E. PROMOTION UNDERTAKEN	16
F. RECRUITMENT UNDERTAKEN	16
G. STAFF LEAVING THE SERVICE	16
MINISTERIAL APPOINTMENT	16
RETIREMENT AND POSTINGS	16
PART THREE (3)	18
PROGRAMMED ACTIVITIES/RESULTS	18
PART FOUR (4)	19
REPORT ON SECTOR INSTITUTIONS/AGENCIES	19
PART FIVE (5)	20
FINANCIAL PERFORMANCE	20
PART SIX (6)	21

CHALLENGES AND PROPOSED STRATEGIES	21
STAFF LIST OF MINISTRY OF INFORMATION	22
APPENDIX A2	25
HR DISTRIBUTION (SECTOR)	25
APPENDIX A 3	26
TRAINING & DEVELOPMENT	26
I) SCHEME OF SERVICE RELATED TRAINING PROGRAMMES IN 2010 (SERVICE WIDE).....	26
II) COMPETENCY BASED TRAINING UNDERTAKEN IN 2010 (INSTITUTION SPECIFIC)	26
E. PROMOTION UNDERTAKEN.....	29
F. POSTING UNDERTAKEN.....	30
APPENDIX A 4	32
POLITICAL & ADMINISTRATIVE HEADS OF MINISTRIES	32
ADMINISTRATIVE HEADS OF DEPARTMENTS AT NATIONAL LEVEL	32
APPENDIX "B"	34
OFFICIAL VISITS DURING THE YEAR	34
HEADQUAARTERS	34
APPENDIX C '1'	36
PART THREE (3)	36
PROGRAMME DELIVERY	36
MINISTRY OF INFORMATION	36
APPENDIX 'D1'	55
PART FOUR (4)	55
FINANCIAL PERFORMANCE	55
MINISTRY OF INFORMATION	55
PART SIX (6)	56
SPECIFICALLY THE FOLLOWING ACTIVITIES WILL BE PURSUED:	59

PART ONE

EXECUTIVE SUMMARY

This report covers the activities of the Ministry of Information and its Departments/Agencies for the period, January 1 to December 31, 2010.

In fulfillment of its mandate of ensuring a two way flow of information on government business, which is aimed at disseminating accurate and timely information to the public and also take feedback on government policies and programs, a number of activities were undertaken by the Ministry and its departments and agencies, during the period under review.

Among them were the following:

- a) The Ministry of information organized the first ever National policy fair in April 2010 in which seventy (70) MDAs and MMDAs participated.
- b) Organization of Regional/District tours especially to the Ashanti, Western, Upper West, Upper East, Northern and Brong-Ahafo Regions during which government policies and programs were thoroughly explained to the people at the grassroots level and feedback also gathered for government.
- c) Organization of Meet-the-Press series and Press Conferences/ Briefings for Ministries, Departments and Agencies to highlight their projects and programmes.

- d) Disseminated public information on national issues and undertaken public education on urgent national policies and programs such as free school uniforms and exercise books, one time premium payment under the NHIS, removal of schools under trees, additional classroom and dormitory Blocks for S.H.S, STX Housing Project for public sector workers especially the Security Services, H1N1,the annual national budget, etc.
- e) Established a Multi Channel Digital Terrestrial Television(DTT) platform with capacity for twenty (20) channels covering Accra , Kumasi and some parts of Eastern and Central Regions.
- f) Improved TV coverage through the provision of Gap Filling Transmitters at Obuasi, Koforidua, Ho and Akim Oda.
- g) Embarked on institutional/individual capacity building through the formation and inauguration of the **Ministerial Advisory Board**, establishment of a technical committee for the finalization of the broadcasting bill, **inauguration of the cinematography Board and** training programmes for staff.
- h) The Ministry actively pushed for the passage of the Right to Information Bill which for the first time has left Cabinet to Parliament.
- i) Appearance of the Hon. Minister and Deputies on TV and Radio Programmes to discuss and to throw more light on government policies, projects and programmes.

j) The Ministry has also turned out the Seventh Batch of thirty (30) students and has also admitted Forty-Six (46) as its twelfth intake under NAFTI's four-year Degree Program.

k) The Government of Ghana Portal (www.gov.gh.com) has been re-designed and made more user - friendly and current.

In spite of the significant achievements, there were however some challenges that confronted the Ministry and its agencies during the period under review.

These challenges included the following:

- a) Inadequate budgetary allocation to the Ministry and its agencies made it difficult for the effective implementation of policies and programs.
- ii) Untimely release of funds by MoFEP hindered the implementation of planned programs according to schedule.
- iii) Unattractive conditions of service and the non-review of conditions of service made it difficult to bring the best out of most workers and also to retain some hardworking staff.
- iv) Inadequate office and residential accommodation for most of the staff hindered the efficient and effective performance of work at the Ministry and its departments.

- v) Inadequate training programs for most of the staff from the departments made it difficult for the Ministry to prepare and submit mandatory documents such as, procurement plan, budget, sector plan, etc on time.

In order to mitigate the effects of these challenges in the year ahead, some measures have been proposed under the challenges/mitigation strategies column in part six (6).

These include:

- i. Organization of meetings/workshops with MoFEP, Parliament and Cost Centres for effective education on the activities of the Ministry and the need for allocation of more resources.
- ii) Timely preparation and submission of returns and cash flow plans.
- iii) Organization of monthly meetings with Cost Centres for the harmonization of programs.
- iv) Development of the Ministry's Sector Medium Term Development plan for 2010-2013.
- v) Annual provisions in the Ministry's budget for the rehabilitation of the Ministerial block and for the construction of residential accommodation for staff.

It is therefore our hope that effective collaboration and support from all the institutions concerned would facilitate the effective performance of the activities of the Ministry and its departments.

PART TWO (2)

2.0 **PROFILE OF THE MINISTRY OF INFORMATION**

2.1 **Introduction**

The Ministry of Information plays a vital role in facilitating a two (2) way flow of information on government business. Information cuts across all government business and the Ministry's activities, especially facilitating the gathering of feedback on government's, programs and activities help to co-ordinate and refine the policy making process. This also enables the people to get involved and have a sense of ownership of government's development agenda with focus on poverty reduction, growth and wealth creation.

The Ministry has moved away from the traditional approach of information dissemination to strategic communication which involves the planned mainstreaming of Development Communication (DevCom) in all MDAs and MMDAs. This is to, *inter alia*, ensure that every government program and project has a communication component with a budget line. The thrust of DevCom is the use of a two (2) way decentralized system of information flow, democratization of information delivery, deepening of public consultation and empowerment of the citizenry to participate in the decision-making and implementation process.

Public participation in the decision-making process is certain to make the people feel they are part of government development agenda.

The Ministry of Information has a countrywide network of information offices right down to the district level. The Ministry is made up of the General

administration, Information Services Department (ISD), Ghana News Agency (GNA), Ghana Broadcasting Corporation (GBC) National Film and Television Institute (NAFTI) and Ghana Publishing Corporation (GPC).

The Ministry also collaborates with all Ministries, Departments and Agencies (MDAs), Metropolitan, Municipal and District Assemblies (MMDAs) to effectively disseminate information about government's policies, programs and activities.

Again, the Ministry hosts the government of Ghana (GoG) portal which enables the public to access information on government business on-line.

2.2 **VISION**

The vision of Ministry of Information is to attain a free, united, informed, patriotic, dedicated and prosperous society with good governance through Development Communication (Dev-com).

2.3 **MISSION**

The Ministry exists to facilitate a two (2)-way free flow of timely and reliable information and feedback between the government and its various publics; to develop and operationalize a Development Communication Policy in collaboration with relevant government organizations; to co-ordinate, monitor and evaluate the implementation of programs and activities of sector agencies.

MoI also exists to create the right environment to generate the necessary understanding and support of the publics for the policies and programmes of government and to facilitate their realization through adequately trained and motivated staff.

2.4 **OBJECTIVES**

The Ministry, in order to fulfill its mission and realize the vision set for itself, has the following objectives.

1. To strengthen the institutional capacity of the Ministry for effective policy formulation and implementation to promote access to information on government policies, programs and activities.
2. To ensure free flow of relevant public information in pursuance of the open government policy.
3. To effectively and efficiently monitor and evaluate public responses to government's policies, programs and activities and provide timely feedback to government.
4. To facilitate cost centres Human Resources Development programs and their implementation for increased efficiency in the media and information sector.
5. To project the image of the country in collaboration with other government agencies to attract foreign investment in consonance with the government policy of a better Ghana with private sector as the engine of growth.

The Ministry has oversight responsibility over the following:

2.5 **Civil Service Departments and Agencies**

The Civil Service Departments and Agencies under the Ministry include the following:

2.5.1 **Information Services Department**

The Information Services Department is the major implementing body under the Ministry with a nationwide network of Regional and District Information offices. It serves as the main Public Relation (PR) organization both in Ghana and outside Ghana.

2.5.2 Ghana News Agency (GNA)

The Ghana News Agency (GNA) plays a key role through its regular staff and some stringers in gathering and disseminating information on government policies and programs to the public.

2.5.3 Ghana Broadcasting Corporation

The Ghana Broadcasting Corporation (GBC) through radio and Television programs creates and enhances public awareness about government policies and programs to the public in English and Ghanaian Languages. GBC also gathers feedback from the public through interviews and phone-in segments of programs.

2.5.4 National Film and Television Institute (NAFTI)

NAFTI provides professional training at the tertiary level in film and television production to improve efficiency in the media and information sector in order to enhance the social, cultural and economic development of the country.

2.6 Other Sub-vented Agencies

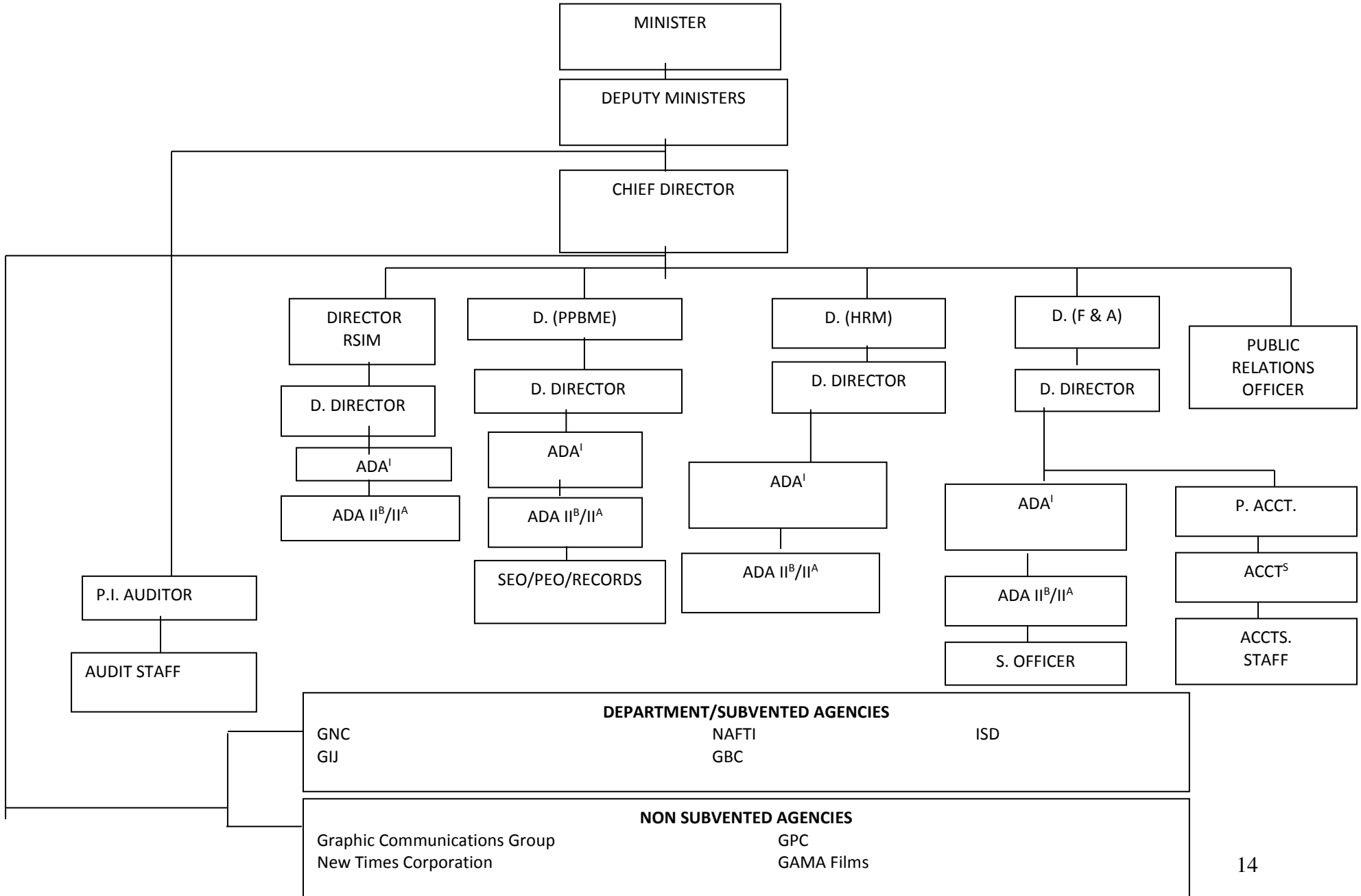
Other state owned enterprises/sub-vented organizations over which the ministry has oversight responsibility are:

2.6.1 Ghana Publishing Corporation (GPC)

The Ghana Publishing Corporation (GPC) prints all government legislation, enactments, value books, publications and miscellaneous materials for public corporations, Boards, Companies, among others. The GPC also publishes prints, distributes and markets books and reading materials for higher educational institutions and the general public.

2.6.2 Others are the Graphic Communications Group Ltd and the New Times Corporation.

**ORGANIZATION CHART OF THE MINISTRY OF INFORMATION
SECTOR/GENERAL ADMINISTRATION (HQ)**



The Ministry is an umbrella organization with implementing departments and agencies as shown on the structure above.

THE MINISTRY – GENERAL ADMINISTRATION

HUMAN RESOURCE MANAGEMENT ANALYSIS

a. The total Staff strength of the Ministry was 64 as at 31st December, 2010. The staff list is attached as **Appendix 'AI'** for your Verification.

b. **Ratios:**

Male/Female - 39:25

Senior/Junior - 33:31

c. **Training and Development**

The Training and Development undertaken can be seen in the Matrix marked **Appendix 'A3'**.

d. **Age Distribution**

The age distribution for the period under review was as follows:

20	-	25	-	1
26	-	30	-	7
31	-	35	-	11
36	-	40	-	13
41	-	45	-	10
46	-	50	-	8
51	-	55	-	9
56	-	60	-	<u>5</u>
		TOTAL	-	<u>64</u>

Staff on Contract

There was one contract staff as at December, 2010.

e. Promotion Undertaken

As many as four (4) members of staff had their promotions in 2010. Please find the full list in **Appendix A "3"**.

f. Recruitment Undertaken

Over the period under review there was no recruitment undertaken.

g. Staff leaving the Service

In 2010, two (2) members of staff left the service on retirement. **Appendix A "3"** gives further information.

iv Administrative and Managerial Changes

Ministerial Appointment

Within the period under review from January – March, 2010 Mrs. Zita Okaikoi was the Minister for Information. In April, 2010, Hon John Tia Akologu (MP) took over from Mrs. Zita Okaikoi. His two Deputies are Mr. Samuel Okudzeto Ablakwa and Mr. James Agyenim Boateng.

Retirement and Postings

Ms. Mary Tsibu, Principal Records Supervisor and Ms. Edith Armah, Records Assistant went on retirement on 1st July and 13th August, 2010 respectively.

Again within the period Ms. Henrieta Nikoi, Stenographer Secretary and Ms. Elizabeth Amoamah, Stenographer Grade II were posted to the Department of Urban Roads and Ministry of Women and Children's Affairs respectively.

v) **Official Visits**

Visits either to or from the Ministry by officials have been captured under Appendix "B".

PART THREE (3)

PROGRAMMED ACTIVITIES/RESULTS

The programmed activities and results achieved during the period have been captured under Appendix "C1".

PART FOUR (4)

REPORT ON SECTOR INSTITUTIONS/AGENCIES

Activities of the Agencies/Departments under the Ministry as well as the challenges confronting them are indicated in Appendix "C2".

PART FIVE (5)

FINANCIAL PERFORMANCE

During the period under review, a total amount of Seventeen Million, Eight Hundred and Two Thousand, Four Hundred and Seventy-Two Ghana cedis **(GH¢17,802,472.00)** was approved by MoFEP to cover Personnel Emoluments, Administrative, Service and Investment expenses of the Ministry and its Departments/Agencies, as against the 2009 ceiling of Fifteen Million, and Twenty-seven Thousand, one Hundred Ghana cedis **(GH¢15,027,100)**

Details of the total receipts as well as the expenditure of the respective Departments are captured in Appendix "D1"

PART SIX (6)

CHALLENGES AND PROPOSED STRATEGIES

During the period under review, the Ministry and its Department/ Agencies encountered a number of challenges.

However, appropriate strategies were put in place to ensure that the objectives set for the Ministry and its Departments were achieved.

These challenges, with their respective strategies, as well as forward outlook for 2011 have been enumerated in Appendix "F".

PART TWO (2)**APPENDIX A1****STAFF LIST OF MINISTRY OF INFORMATION**
(GENERAL ADMINISTRATION)
(MoI) - 2010

S/ N.	NAME	SEX	DATE OF BIRTH	STAFF NO.	GRADE	POSTING	PAYROLL NO	REMARKS
1.	V. Xola K. Senaya	M	20/11/55	545423S	Ag. Chief Director	MoI	00C085	Ag. Chief Director
2.	G.B.L. Siilo	M	26/02/50	97389	Director	MoI	00C085	
3.	Kwabena Denkyira	M	14/11/63	324472F	Deputy Director	MoI	00C085	On Interdiction
4.	Comfort Kyereme	F	8/1/67	494945E	Deputy Director	MoI	00C085	One Year Study Leave with Pay
5.	Elton Owusu	M	-	-	Asst. Director I	MoI		Two years study leave without pay
6.	Stephen Blay	M	14/06/70	548409G	Asst. Director I	MoI	00C085	
7.	Richard Baffour Awuah	M	3/7/67	402683	Asst. Director I	MoI		
8.	Mahami Issah	M	4/7/71	424687F	Asst. Director I	MoI	-	
9.	Millicent Wutsika	F	24/3/80	708838	Asst. Director IIB	MoI		
10.	Mohammed Abdul Latif I.	M	7/07/82	752258	Asst. Director IIB	MoI		
11.	Appenteng Ernestina	F	6/1/53	245976T	Chief Records Supervisor	MoI	00C085	
12.	James Sowah	M	1/1/55	202634X	Chief Records Supervisor	MoI	00C085	
13.	Sarah Ocran	F	5/5/56	619064N	Senior Records Supervisor	MoI	00C085	
14.	Mary Tsibu	F	7/7/50	254244Z	Principal Records Supervisor	MoI	00C085	Retired
15.	Margaret Narh-Josiah	F	30/06/72	64335	Senior Priv. Sec.	MoI		
16.	Susana Odame	F	7/3/68	545952X	Private Secretary	MoI	00C085	

17.	Agatha Venyellu	F	31/10/75	514561N	Private Secretary	MoI	00C85	
18	Henrietta Nikoi	F	16/9/77	619058J	Steno. Sec.	MoI	00C085	Posted to Urban Roads
19.	Emelia Richlove Nyanteh	F	21/04/77	643691	Steno. Sec.	MoI		
20.	Abena Boadu	F	3/10/78	619064N	Steno. Sec	MoI	00C085	
21.	Marian A. Odum	F	11/9/76	568894L	Steno. Gd. I	MoI	00C085	
22.	Evelyn Borlabi	F	16/8/76	541869C	Steno. Gd. I	MoI	00C085	
23.	Leticia Parbi	F	16/9/73	489216P	Steno. Gd. II	MoI	00C085	
24.	Jayne O. Ntow	F	21/11/81	554516E	Steno. Gd. II	MoI	00C085	
25.	Elizabeth Amoamah	F	28/2/82	640294S	Steno. Gd. II	MoI	00C159	Posted to Ministry of Women and Children's Affairs
26.	Mavis Adobea Addo	F	7/10/81	568891H	Typist	MoI	00C085	
27.	Edith Armah	F	15/8/50	089387T	Records Asst.	MoI	00C085	Retired
28.	Joan Ashong	F	3/6/74	619061K	Receptionist	MoI	00C085	
29.	Millicent Lomo	M	20/8/86	699254	Receptionist	MoI	00C085	
30.	Maxwell Aatie	M	24/12/83	637063X	Messenger	MoI	00C085	
31.	Alex Fosuhene	M	26/6/57	321917N	Snr. Supply Officer	MoI	-	
32	Richmond Mantey	M	18/5/79	568885D	Asst. Storekeeper	MoI	00C085	On interdiction
33.	Stephen Sakyi	M	6/04/66	GV43044ID	Yard Foreman	MoI		
34.	Yakubu Abdul-Kafaru	M	11/2/70	556390K	Driver Gd. I	MoI	00C085	
35..	Samuel Mohammed	M	14/2/60	619023C	Driver III	MoI	00C085	Posted
36.	Ebenezer Boadu	M	5/11/71	633239V	Driver III	MoI	00C085	
37.	Martin Nabaale	M	30/3/74	633231L	Driver III	MoI	00C085	
38..	Liberious Dery	M	12/3/68	633294S	Driver III	MoI	00C085	
39	Kwame Fiscian	M	25/10/75	626839B	Driver III	MoI	00C085	
40.	Seth Odoom	M	06/09/64	686094	Driver Gd. III	MoI	-	

41.	Gilbert Quaye	M	22/2/68	602472M	Driver Gd. III	MoI	00C120	
42.	Daniel Adom	M	1/6/60	-	Heavy Duty	MoI	-	
43.	Ebenezer Hemans	M	16/3/59	-	Driver Gd. II	MoI	-	
44.	Daniel Amoako Mensah	M	7/4/78	-	Driver GD III	MoI	-	
45.	Osae Awuku	M	7/12/66	438468Y	Watchman	MoI	00C085	
46.	Bukari Abdulai	M	11/6/58	307916M	Watchman	MoI	00C085	
47.	Kryska Bayeda	M	1/1/83	622505H	Labourer	MoI	00C085	
48.	Kwabena Kwakye	M	1/10/62	633316A	Watchman	MoI	00C085	
49.	Edward Gyamerah	M	1/1/58	633600	Labourer	MoI	00C085	
50.	Simon Quaye	M	22/6/58	638556	Watchman	MoI	00C085	
51.	Moro Amadu	M	12/6/59	438466W	Watchman	MoI	00C085	
52.	Samuel Amoako	M	9/2/68		Watchman	MoI		
53.	Lawrence Dzakpa	M	01/10/61	129958B	Prin. Accountant	MoI		
54.	B.A. Danso	M	2/1/67	028080L	Senior Accts Officer	MoI	11C07112	
55.	Isaaku Salia	M	15/9/57	67315	Accountant	MoI		Posted
56.	Josephine Baidoo Ansah	F	9/3/70	312015J	Snr. Accts. Officer	MoI	11C06902	
57.	Naakie Osan-Sackey	F	7/8/73	513516S	Snr. Accountant	MoI	11C069	Posted
58.	Albert Quist	M	17/10/69	80705	Accountant	MoI		
59.	Clement Appiah	M	20/09/73	76480	Accountant	MoI		
60.	Rosalie V. Lartey	F	3/10/75	429400V	Accountant	MoI	11C074	
61.	Catherine Mensah	F	6/3/60	116931Z	Princ. Acct. Officer	MoI	0101	
62.	Vida Ivy Peprah	F	18/9/67	315832H	Snr. Acct. Officer	MoI	11C066	
63.	Doris Abror	F	12/12/72	444514T	Snr. Accts. Officer	MoI	11C072	
64.	Harley-Evans Yorke	M	31/5/63	265891F	Snr. Acct. Officer	MoI	11C069	

Head of MDA (Name): **V. X.K. Senaya**

Signature..... Date:.....

APPENDIX A2**HR DISTRIBUTION (SECTOR)**

MINISTRY OF INFORMATION	MALE	FEMALE	TOTAL
MAIN MINISTRY (MOI)	39	25	64
INFORMATION SERVICES DEPT. (ISD)	779	461	1,240
NATIONAL FILM & TELEVISION INSTITUTE (NAFTI)	-	-	-
GHANA NEW AGENCY (GNA)	149	48	197
GHANA BROADCASTING CORPORATION (GBC)	1,706	576	2,282

TRAINING & DEVELOPMENT**i) SCHEME OF SERVICE RELATED TRAINING PROGRAMMES IN 2010 (SERVICE WIDE)**

NAME OF OFFICER	SEX M/F	COURSE OF STUDY	DURATION		INSTITUTION	FUNDING	PAID/ UNPAID
			FROM	TO			
1. Millicent Wutsika	F	Postgraduate Certificate in Public Administration	8 th March	30 th April, 2010	GIMPA		Paid
2. Susana Odame	F	Interpersonal Effectiveness in Management Course	18 th October	21 st October, 2010	Civil Service Training Centre		Paid
3. Abena Boadu	F	English Grammar Introduction	21 st March	25 th March, 2010	Civil Service Training Centre		Paid
4. Leticia Parbi	F	Effective Office Administration and Management	24 th May	28 th May, 2010	Civil Service Training Centre		Paid
5. James Myson Sowah	F	Effective Occupational Health & Safety Course	15 th November	19 th November, 2010	Civil Service I.T.S Weija		Paid

ii) Competency Based Training Undertaken in 2010 (Institution Specific)

NAME OF OFFICER	SEX M/F	COURSE OF STUDY	DURATION		INSTITUTION	FUNDING	PAID/ UNPAID
			From	To			
1.Richard Baffour Awuah	M	Procurement Management			GIMPA		Paid
2.Mohammed Abdul Latif I.	M	ICT	26 th July	13 th August, 2010	Cyntech Computer Training Centre		Paid
3. Joan Ashong	F	ICT	26 th July	13 th August, 2010	Cyntech Computer Training Centre		Paid
4. Maxwell Aatie	M	ICT	26 th July	13 th August, 2010	Cyntech Computer Training Centre		Paid
5. Stephen Sakyi	M	1.Battle with Road Accidents 2.Transport management	22 nd November	26 th November, 2010	Angie Hill Hotel, East Legon State Transport Corporation (STC)		Paid
6. Martin Naabale	M	Defensive Driving	23 rd August	27 th August, 2010	State Transport Corporation (STC)		Paid
7.Samuel F. Mohammed	M	Defensive Driving	23 rd August	27 th August, 2010	State Transport Corporation (STC)		Paid
8.Gilbert Quaye	M	Defensive Driving	23 rd August	27 th August, 2010	State Transport Corporation (STC)		Paid
9.Samuel Amoako	M	Defensive Driving	23 rd August	27 th August, 2010	State Transport		Paid

					Corporation (STC)		
10.Seth Odoom	M	Defensive Driving	23 rd August	27 th August, 2010	State Transport Corporation (STC)		Paid
11.Daniel K. Adom	M	Defensive Driving	26 th July	30 th July, 2010	State Transport Corporation (STC)		Paid
12.Yakubu A. Kafaru	M	1.Centre for Responsible Democratic Africa & National Road Safety 2.Defensive Driving	26 th July	30 th July, 2010	Angie Hill Hotel, East Legon State Transport Corporation (STC)		Paid
13.Kwame Fiscian	M	1.Centre for Responsible Democratic Africa & National Road Safety 2.Defensive Driving	26 th July	30 th July, 2010	Angie Hill Hotel East Legon State Transport Corporation (STC)		Paid
14.Ebenezer Hamans	M	Defensive Driving	26 th July	30 th July, 2010	State Transport Corporation (STC)		Paid
15. Liberious Dery	M	Defensive Driving	26 th July	30 th July, 2010	State Transport Corporation (STC)		Paid
16.Ebenezer Boadu	M	Defensive Driving	26 th July	30 th July, 2010	State Transport Corporation (STC)		Paid

iii) Academic Training Programmes

NAME OF OFFICER	SEX M/F	COURSE OF STUDY	DURATION		INSTITUTION	FUNDING	PAID/ UNPAID
			From	To			
1.Comfort Kyereme	F	Masters in Public Sector Management	January, 2010	December, 2010	GIMPA		Paid

e. Promotion Undertaken

NAME OF OFFICER	SEX M/F	PREVIOUS GRADE	PROMOTED TO	NOTIONAL DATE OF PROMOTION	EFFECTIVE DATE OF PROMOTION
1. Comfort Kyereme	F	Assistant Director I	Deputy Director		1 st January, 2009
2. Issah Mahami	M	Assistant Director IIA	Assistant Director I		1 st May, 2009
3. Richard Baffour Awuah	M	Assistant Director IIA	Assistant Director I		1 st October, 2009
4. Martin Nabaale	M	Driver Grade III	Driver Grade II		8 th March, 2009
5. Ebenezer Boadu	M	Driver Grade III	Driver Grade II		10 th February, 2009
6. Dery Liberious	M	Driver Grade III	Driver Grade II		10 th February, 2009

f. Posting Undertaken

NAME OF OFFICER	SEX M/F	OFFICER'S GRADE	POSTING	EFFECTIVE DATE OF POSTING	REMARKS
1. Margaret Narh-Josiah (Mrs.)	F	Senior Private Secretary	Ministry of Trade & Industry	10 th February, 2010	Reported
2. Clement Appiah	M	Accountant	Controller & Acct. General Dept.		Reported
3. Stephen Sakyi	M	Yard Foreman	Ministry of National Security	12 th January, 2010	Reported

g. RECRUITMENT UNDERTAKEN

NAME	M/F	STAFF No.	MODE OF RECRUITMENT				
			NEW	REPLACEMENT		SECONDMENT	
			YES/NO	NAME OF OFFICER REPLACED	M/F	STAFF NO.	FROM WHICH ORGANIZATION
1. Daniel Amoako Mensah	M	-	Yes	-	-	-	-

h. Staff who left the service

NAME	SEX M/F	STAFF. NO.	GRADE	REASON	DATE
1. Mary Tsibu	F	254244Z	Principal Record Supervisor	Retired	1 st July, 2010
2. Edith Armah	F	089387T	Record Assistant	Retired	13 th August, 2010

APPENDIX A 4**POLITICAL & ADMINISTRATIVE HEADS OF MINISTRIES**

S/N	ORGANISATION	POLITICAL HEAD	DEPUTY POLITICAL HEAD	ADMINISTRATIVE HEAD
	MINISTRY OF INFORMATION	HON. JOHN TIA AKOLOGU (MP)	HON. SAMUEL OKUDZETO-ABLAKWA HON. JAMES AGYENIM BOATENG	MR. VICTOR XOLA K. SENAYA

ADMINISTRATIVE HEADS OF DEPARTMENTS AT NATIONAL LEVEL

S/N	DEPARTMENT	NAME	SECTOR MINISTRY
	INFORMATION SERVICES DEPT. (ISD)	MR. A. D. KOBLAVIE SEPTEMBER, 2010 - DEC, 2010	MINISTRY OF INFORMATION
	NATIONAL FILM & TELEVISION INSTITUTE	PROF. LINUS ABRAHAM	MINISTRY OF INFORMATION

	(NAFTI)	APRIL, 2010 - DEC., 2010	
	GHANA NEWS AGENCY (GNA)	NANA APPAU DUAH OCTOBER 2006 – DEC. 2010	MINISTRY OF INFORMATION
	GHANA BROADCASTING CORPORATION (GBC)	MR. WILLIAM AMPEM DARKO JULY 2007 – DEC. 2010	MINISTRY OF INFORMATION
	GHANA PUBLISHING COMPANY	MR. DAVID K. DZREKE FEBRUARY 2010 – DEC., 2010	MINISTRY OF INFORMATION

APPENDIX "B"

OFFICIAL VISITS DURING THE YEAR

HEADQUAARTERS

NAME OF OFFICER	PURPOSE OF VISIT	PLACE OF VISIT	DATE	REMARKS
William(Rilly) Williams	Australian High Commission	MOI		
Mark Larzard	Film Producer, Australia	"		
Princess Kabakumba Labwoni Masiko	Ministry of information and National Guidance- Uganda 1256772469517 klmasiko@parliament.go.ug	"	23/3/10	
Norkor A. Duah	AAG (Advertising authority)	"	31/3/10	
Joel E. Nettey	AAG (Advertising Authority of Ghana) /Origin8 Saatchi	"	31/3/10	
Teete Owusu Nortey	AAG (Yetron Services Ltd)	"	31/3/10	
Francis Dadzie	AAG	"	31/3/10	
Stanley S.S. Sackey	FIPAG	"	13/4/10	
Augustine Abbey	FIPAG	"	13/4/10	
Richard Quartey	FIPAG	"	13/4/10	
Socrate Safo	FIPAG	"	13/4/10	
Ashangbor Akwetey- Kanyi	Film Producers Association of Ghana	"	13/4/10	
Bob Smith Jnr.	FIPAG	"	13/4/10	
Flaus Christian Winkler	German Embassy	"	19/4/10	
Dr. A. Bonnah Koomson	GNA Board Chairman	"	3/9/10	
Tullio Guma	Ambassador of Italy	"	6/9/10	

Keiichi Katakamu	Ambassador of Japan	"	14/9/10	
Kabrah Blay	Chairman, National Media Commission	"	30/9/10	
Loko Edward	Vice pt/ HAAC	"	30/9/10	
Akobi Roufai	Pt Commission of training and documentation HAAC/ Benin	"	30/9/10	
Agbonon Victoria	Pt Commission New Technology	"	30/9/10	
Ogouchi Joseph	Pt Commission des Relations Palligues et de la Communication	"	30/9/10	
Jean N'tcha	Secretary General	"	30/9/10	
Katia U. Kerekou	Co-operation and Communication Department	"	30/9/10	
Mordey Ohui Ofie	Foundation for Female Photojournalists (FFP) 0244658900	"	13/10/10	
Esenam Adu- Gyamfi	FFP 0244058788	"	13/10/10	
Linda Asante- Agyei	Ghana Journalist Association	"	13/10/10	
Ruhiya Issah	FFP 0242849555	"	13/10/10	

PART THREE (3)**PROGRAMME DELIVERY****MINISTRY OF INFORMATION**

10 KEY/TOP COMMITMENTS	RESULTS/ACHIEVEMENTS	RELATION TO GPRS II COMPONENT	RELATION TO PRESIDENT'S PRIORITY FOR 2010
1. Organize National Policy Fair	The Ministry of information organized the first ever National policy fair in April 2010 in which seventy(70) MDAs and MMDAs participated	Good and accountable governance and Civic Responsibility	Transparent and Accountable governance for a Better Ghana Agenda
2. Organize Meet-the-Press Series	Eighteen (18) Meet-the-Press Series and also eight Regions had their turn of the meet-the-press series"	Good governance and Civic Responsibility.	Transparent and Accountable governance.
3. Dissemination of Public Information	<p>Published 10,000 copies each of "Ghana Today Magazine", "Know your Ministers" Posters, "Know your Council of State Members" and News Letters.</p> <p>Disseminated public information on national issues and undertaken public education on urgent national policies and programs such as free school uniforms and exercise books, one time premium payment under the NHIS, removal of</p>	Good governance and Civic Responsibility.	Transparent and Accountable governance.

	schools under trees, additional classroom and dormitory Blocks for S.H.S, STX Housing Project for public sector workers especially the Security Services, H1N1,the annual national budget, etc.		
4. Organization of Regional Tours	Organized Regional/District tours especially to the Ashanti, Western, Upper West, Upper East, Northern and Brong-Ahafo Regions during which government policies and programs were thoroughly explained to the people at the grassroots level and feedback also gathered for government.	Good governance and Civic Responsibility	Transparent and Accountable governance
5. Organization of T.V and Radio Broadcast	GBC Produced and broadcast National events such as; parliamentary sittings, Kwame Nkrumah Centenary anniversary celebrations, Independence Day celebration, President Obama's visit to Ghana, Sporting events such as CAN 2010 and FIFA World Cup, etc.	Good governance and Civic Responsibility	Transparent and Accountable governance

	Appearance of the Hon. Minister and Deputies on TV and Radio Programmes to discuss and to throw more light on government policies, projects and programmes		
6. Promotion of Ghana's image abroad to attract foreign investment and meet international obligations	Participated in internationally organized programmes abroad to market the country to attract foreign investment.	Good governance and Civic Responsibility	Transparent and Accountable governance
7. Strengthening institutional capacity for effective policy formulation and implementation to improve access information and government business.	Embarked on institutional/individual capacity building through the formation and inauguration of the Ministerial Advisory Board , establishment of a technical committee for the finalization of the broadcasting bill, inauguration of the cinematography Board and training programmes for staff.	Human Resource Development	Investment in people
8. Improvement of TV Coverage	Established a Multi Channel Digital Terrestrial Television (DTT) platform with capacity for twenty (20) channels covering Accra, Kumasi and some parts of	Good governance and Civic Responsibility	Transparent and Accountable governance

	<p>Eastern and Central Regions.</p> <p>Improved TV coverage through the provision of Gap Filling Transmitters at Obuasi, Koforidua, Ho and Akim Oda.</p>		
9. Introduction of Degree/Post graduate Degree programs at NAFTI	The Ministry has also turned out the Seventh Batch of thirty (30) students and has also admitted Forty-Six (46) as its twelfth intake under NAFTI's four-year Degree Program.	Human Resource Development	Investment in people
10. Use of ICT as a tool for national development	<p>Creation of the Ministry's Website.</p> <p>Provided content for all Community Information Centres (CICs)</p>	Good governance and Civic Responsibility	Transparent and Accountable governance

HIGHLIGHTS OF SECTOR INSTITUTIONS/ASSEMBLIES ACHIEVEMENTS-

	TARGET/ OBJECTIVES	EXPECTED OUTPUT	ACTUAL OUTPUT	CHALLENGES/REMARKS
	TV NEWS			
Ghana Broadcasting Corporation	Improve quality of news	Sharp pictures & Clean audio Quick ingest Fast edit Server based playout Prompter presentation	100% achieved 80% achieved 80% achieved 80% achieved 100% achieved	Server system defects coupled with operational lapses. System has been modified and more training provided.
	TV STUDIOS			
	Improve quality of recordings & live broadcast	Sharp pictures & Clean audio	90% achieved	occasional collapse of video problem resolved by modification
	TV OB			
	Improve quality of recordings & live broadcast	Sharp pictures & Clean audio	100% achieved.	Systems worked well and staff operated efficiently.
	SATELLITE OPERATIONS			
	Improve satellite distribution	consistent flow of video and audio	100% achieved	40
	Improve Uplink/Downlink	consistent flow of video and audio		

	satellite services	acquire additional uplink/downlink facility	100% achieved	
RADIO STUDIOS				
	Improve quality of recordings & live broadcast	consistent flow of audio	90% achieved.	A number of STL breakdown caused breaks in transmission. Problem resolved
RADIO OB				
	Improve quality of recordings & live broadcast	consistent flow of audio	100% achieved.	
PROJECTS				
	Strengthen GBC's leadership role in digital migration	Implement phase 1 of Digital migration project	100% achieved	Content for some new channels under development Content for playout for some channels still being put together for ingest
	Satisfy diverse viewership segments	Introduce additional channels	80% achieved	
	Improve efficiency of broadcast chain	Automate scheduling and playout of mulichannels	80% achieved	

	Procurement of four TV transmitters and three FM transmitters	Procurement and installation of four TV transmitters for Tamale (10kw), Akatsi (5kw), Tarkwa (5kw), Sefwi Wiawso (5kw) and three FM transmitters for Sunyani (5kw), Amedzofe (5kw), Sefwi Wiawso (5kw)	No procurement effected. Procurement still in progress.	Still poor reception in those covering areas. New request submitted to the sector ministry for approval.
	Modification of NEC TV transmitters for re-installation to fill transmission gaps.	To modify the outmoded NEC TV transmitters in smaller power units at Obuasi, Ho, Koforidua, Akim Oda and Kade to fill transmission gaps.	The Obuasi, Ho and Koforidua transmitters completed and installed.	TV reception improved in those areas. Work is still in progress to complete those for Akim Oda and Kade for installation.
	Procurement of 500KVA standby generator for BH3	Procurement and installation of a 500KVA standby generator at Broadcasting House (BH3).	Procurement process completed and the contract signed.	The supplier expected to deliver the generator for installation by the 1 st quarter of 2011.
	To complete the schedule for maintenance of equipment at both studio and transmitter stations.	100% total delivery of the maintenance schedule.	85% maintenance schedule carried out.	Maintenance schedule not able to achieve due to logistical constraints in the course of the year. Promise to improve it in 2011.
	Connectivity of GBC's Salaries Department to	To network the Salaries Department	ICT Department submitted all documents	The documents being processed.

	Controller and Accountant General Office.	of GBC to Controller and Accountant General Office for real-time processing/ management of GBC's Single Spine payroll.	for approval and implementation.	
	Implementation of Biometric and Time Attendance Solution at BH3.	To acquire and install Biometric and Time Attendance Solution at the main entrance, the studios and selected offices.	0% implementation	The project deferred to 2011.

National Film and Television Institute (NAFTI)	Human Resource Development for increased efficiency.	<p>Admission of Fresh Students to the Degree Programmes.</p> <p>Execution of academic and professional training in film and television production for all the levels of students.</p> <p>Practical exercises undertaken by the various levels of students</p> <p>Bachelor of Engineering Degree Qualification obtained.</p>	<p>45 Fresh Students were admitted on August 25, 2010.</p> <p>Lectures and tutorials were delivered to the students.</p> <p>Location (practical) work by all the students including degree in film and TV. Production by Level 400 students.</p> <p>A senior engineer staff obtained Bachelor of engineering Degree.</p>	Inadequate and obsolete equipment hampered the professional and timely execution of the productions.
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		Masters Degree qualification obtained.	A lecturer currently pursuing post graduate programmes oversea.	
	Human Resource Development for Increased efficiency	<p>Doctorate degree qualification obtained</p> <p>Promotion of Corporate Governance in the Public Sector.</p>	<p>A lecturer currently pursuing a doctorate degree programme</p> <p>Two staff were sponsored for a workshop on Public Procurement and Financial Administration Acts.</p>	
		<p>Increased knowledge in Public Procurement and Budgetary Processes.</p> <p>Training and Development Courses executed</p> <p>Telecast of Presidential Special Initiative (PSI) Productions.</p>	<p>Two staff sponsored for a two-day workshop in overcoming Procurement and Budgetary Processes Challenges.</p> <p>Various other training and developmental programmes were undertaken by staff.</p> <p>Eighty-two television programmes in respect of Integrated Science for Senior High Schools (SHS) were produced and telecast.</p>	Funding constraints made it impossible to sponsor more staff for the training or developmental programmes.
	Strengthening institutional capacity for effective policy	Strengthening of institutional governance	Staff sponsored for first, second and post-graduate degree all aimed at	

	formulation and execution.	structures. Effective practical training. NAFTI Studio 2 rehabilitated. Work on NAFTI Studio Complex continued.	enhancing the institutional delivered capacity. Various training equipment were acquired to boost the training programme. The rehabilitation could not be effected. Work was still at a stand-still.	On account of lack of funds, more of the equipment could not be procured. Non-release of investment budget to execute the work. Lack of budget provision for the works to continue.
GHANA NEWS AGENCY	45,000 words of local news on week days.	45,000 words of local news on week days	Average of 50,000 words of local news on week days.	Exceeded its target of 45,000 words of local news on week days by 5,000 words.

	10,000 words of local new at the weekends.	10,000 words of local new at the weekends.	6,000 words of local news at the weekends.	Did not achieve its target at the weekends due to dryness of news at the weekends.
	Produce an average of sixty feature articles in the year 2010.	Produce an average of five feature articles every month	Produced an average of sixty-five feature articles in the year 2010.	Exceeded target of sixty feature articles by two in the year 2010.
INFORMATION SERVICES DEPARTMENT	TARGET/OBJECTIVES	EXPECTED OUTPUT	ACTUAL RESULTS	CHALLENGES/REMARKS
ISD	Repairs of residential building of officers	Government bungalows allocated to officers renovated by Dec. 2010 to ensure the culture of maintenance and to increase productivity.	Target not met	Lack of funds prevented the department from carrying out this project. However, the on-going ISD director's duty post roofing has started.

	Repairs of office building	Office building renovated by Dec.2010 to enhance conducive working environment to achieve productivity	Renovation work on dilapidated ISD Tema office and 70% renovation work on Tamale and Bolgatanga Regional office completed.	More funds needed to maintain ISD office accommodation to save them from further deterioration.
	Purchase of new furniture and fixtures.	New furniture and fixtures provided and existing ones maintained by December, 2010 to enhance good working environment.	Target not met	Government should increase ISD vaults to enable the department enhance its working environment.
	Repairs all official vehicles including Cinema vans.	All official vehicles serviced by December 2010 to ensure efficient and effective dissemination of government development communication and smooth running of the Department.	Only 7 vehicles were serviced out of 207 fleet of vehicles including cinema vans	All the Cinema Vans need proper servicing to enhance efficient dissemination of government information.

	Secure Management Information System and trained officers as nucleus to train other officers.	Management Information Systems established and five (5) officers trained in by March 2010.	Target not met	Lack of funds
	Train officers in ICT courses.	Fifty (50) officers trained in various ICT courses by September, 2010 to ensure effective dissemination of government information.	15 officers received basic in-house ICT education and two IT staff attended train-the-trainer in ICT	The achievement woefully inadequate. The department will work hard to increase the figure since it has its own ICT lab.
	Engage consultant to develop human resource management policy.	Human resource management policies developed by March, 2010 to develop officers career, enhance work audit and to achieve productivity.	Target not met	Inadequate funds did not make it materialize.
	Prepare sub-professional officers to sit and pass Public Service Commission (PSC) promotion examination.	Sixty (60) officers taken through refresher courses by October, 2010 to successfully sit PSC examination (J.A.,S.I.A.,A.I.O)	Fifty-two (52) officers received refresher courses in English Language, Current Affairs and Departmental paper.	The programme was successful and more would be organized in future to assist officers.

	Train senior staff in management programmes.	Five (5) senior staff trained in management programmes at Management Development Institute (MDPI) and GIMPA by December 2010 to improve their skills.	Two officers attended a course at Management Development Institute (MDPI).	Inadequate funds did not make the department train the projected five (5) senior officers.
	Sponsor officers to attend courses/conferences and seminars abroad.	Five (5) officers sponsored to attend overseas courses /conferences and seminars by December, 2010 to broaden their knowledge.	Two (2) officers attended a course in India with the help of India government	The Department finds it difficult to access funds from Government of Ghana to sponsor officers to attend overseas courses, impacting negatively on its performance. Since overseas courses and seminars would broaden officers knowledge.
	Sponsor officers for institutional courses (Ghana Institute of Journalism, NAFTI, Polytechnics and Universities).	Ten (10) officers sponsored to pursue courses at tertiary institution by December, 2010.		

	Organized mid-year review conference.	Mid-year review conference organized for ISD Management team by June, 2010 to assess performance in order to focus or redirect management decisions.	Target not met.	Postponed to 2011
	Produce posters on government developmental projects.	Ten thousand (10,000) copies of posters on government developmental programmes produced and distributed quarterly to keep Ghanaian informed of what the government is doing to rally them behind national goals.	Target not met.	Other posters were printed.
	Produce ten thousand (10,000) copies of Ghana Today Magazine	Ten thousand (10,000) copies of Ghana Today Magazine with government news produced and distributed quarterly to educate Ghanaians.	2000 copies of Ghana Today Magazine printed and distributed.	Other publication materials such as MOI Newsletter on National Policy Fairs among others printed and distributed.

	Produce thousand (1,000) copies of Ghana 2010 Official Handbook	One thousand (1,000) copies of Ghana Official Handbook produced and distributed by December, 2010 to educate both foreigners and Ghanaians on where to get what in Ghana and also boost tourism and investment.	Target not met.	Other publication materials printed to educate Ghanaians on government projects.
	Print two (2) volumes of Meet-the-Press series of MDAs and other government organization.	Two (2) volumes of Meet-the Press series of MDAs printed by September, 2010. to ensure transparency and good governance.	Target not met.	Lack of funds.
	Publish 5,000 copies of selected speeches of the President.	Five thousand (5,000) copies of selected speeches of the president produced and distributed by December 2010.	Target not met	Lack of funds.

	Assign DIOs and RIOs to take part in the local Fm radio programmes on topical issues on government policy and produce feedback.	DIOs and RIOs assigned to feature on community radio discussions on government policies. To explain government action to Ghanaians.	Two 2 DIOs featured in community radio discussion on issues of national interest.	Figure woefully inadequate. More DIOs and RIOs will be resourced and encouraged to participate in radio talk shows in 2011.
	Produce one video documentary on MDAs achievements.	Produced one video documentary on MDAs produced by April 2010 and aired on national TV, some private TV stations and showed it on cinema vans.	3 documentaries on MOFA, MOFEP and presidency produced and aired.	Figure exceeded but more funds needed to produce more
	Mount intensive nationwide public education campaigns on government projects.	Public education campaign on government policies and programmes carried out quarterly to keep Ghanaians informed and to make governance participatory.	Public education on Biometric Passport Population and Housing Census, District Assembly elections, Constitutional review, and voters register review, SIM card registration among others carried out.	More funds needed to intensify public education to foster Ghanaians participations in government programmes.

	Arrange orientation workshop for campaign officers.	Campaign officers given orientation on government programmes quarterly to sharpen their communication skills to ensure effective communication	Target met	Campaigns Officers have been given orientation on 2011 budget.
	Generate seven hundred and forty (740) situation reports from 148 district offices.	Seven hundred and Forty (740) situation reports to be generated processed and sent to presidency and MDAs for appropriate action by Dec. 2010.	Five Hundred and Forty (540) situation reports generated, processed and sent to presidency and MDAs for appropriate action.	Expected inflows of reports were irregular. Some districts consistently sent reports whilst others failed to do so.
	Send public reaction report to presidency and MDAS	Feedback on government action to be generated and sent to the presidency and MDAs for appropriate action in the course of the year.	Feedback on government action generated and sent to the presidency and MDAs for appropriate action.	Responses from MDAs should be delivered on time to facilitate the processing of feedback materials.

	Furnish Ghana's missions abroad with photographs, publicity materials and artifacts to market Ghana's investment potentials abroad.	Photographs, publicity materials and artifacts on Ghana's investments potentials to be distributed to Ghana's missions to attract investment.	54 missions abroad furnished with photographs and other artifacts to market Ghana investment potentials abroad.	Funds needed to acquire official vehicle for the section in charge of this projects to ensure quick response to the request from Ghana missions abroad.
	Mount photo exhibition on various sectors of the economy to attract investors.	Photo exhibition on various sectors of the economy mounted during state functions in the course of the year.	Twenty two (22) Photo exhibitions mounted.	More exhibitions will be mounted in 2011.
	Produced Factsheets on MDAs in Ghana for Ghana's Missions abroad.	Factsheets on MDAs in Ghana produced and sent to Ghana's Mission aboard.		

PART FOUR (4)**FINANCIAL PERFORMANCE****MINISTRY OF INFORMATION**

		2009			2010		
DEPARTMENT/AGENCY	SOURCE	APPROVED BUDGET	ACTUAL RECEIPT	ACTUAL EXPENDITURE	APPROVED BUDGET	ACTUAL RECEIPT	ACTUAL EXPENDITURE
MINISTRY OF INFORMATION (HEADQUARTERS)	GOG	874,597	1,235,322.77	1,213,001.35	1,076,782.00	1,331,732.53	1,318,513.04
NATIONAL FILM & TELEVISION INSTITUTE(NAFTI)	GOG	459,097.00	383,478.29	383,478.29	1,118,367.00	-	-
	I.G.F	220,816.00	95,694.00	95,694.00			
Sub -Total		679,913.00	479,172.29	479,172.29	1,118,367.00	-	-
GHANA BROADCASTING CORPORATION(GBC)	GOG	7,000,000.00	7,899,880.41		15,220,650.76	12,119,431.94	
	I.G.F	15,200,000.00	9,751,370.83	19,638,195.42			30,432,572.54
Sub - Total		22,200,000.00	17,651,251.24	19,638,195.42	28,134,932.28	24,615,146.80	30,432,572.54
GHANA NEWS AGENCY (GNA)	GOG	1,589,665.00	1,403,351.00	1,382,020.00	1,756,683.00	1,019,351.00	1,019,351.00
	I.G.F						
Sub - Total	Total	1,589,665.00	1,403,351.00	1,382,020.00	1,756,683.00	1,019,351.00	1,019,351.00
INFORMATION SERVICES DEPT. (I,S,D)	GOG	3,447,096	6,398,778.85	6,398,778.85	6,749,292.00	6,749,292.00	7,093,536.49
	I.G. F		582,734.06	186,968.00	-	647,339.25	
Sub-Total		3,447,096	6,981,512.91	6,585,746.85	6,749,292.00	7,396,631.25	7,093,536.49
Grand TOTAL		28,637,825	27,888,566.51	29,420,919.15	38,836,056.2	-	-

PART SIX (6)

A

CHALLENGES/MITIGATION STRATEGIES

No.	CHALLENGES	PRIORITY LEVEL (H.M.L)	MITIGATION STRATEGY
1	Inadequate training equipment and logistics as well as working with obsolete	High	Provision for procurement of office equipment and logistics in the Sector Medium Term Development Plan.
3.	Inadequate vehicles to undertake Regional and District tours and also monitoring to gather feedback for government on policies, programmes and projects.	High	Special appeal to procure vehicles for the Ministry to enable it carry out government policies, programmes and projects towards a Better Ghana Agenda.
2.	Inadequate budgetary allocation	High	Organization of meeting/workshop with MoFEP, Parliament and cost centres for effective education on the activities of the Ministry and the need for the allocation of more resources.
3	Delays in release of funds.	High	Timely preparation and submission of annual cash flow plans.
4	Inadequate reliable data for decision making	High	Strengthening the institutional memory of the Ministry and organization of training for Records Staff.
5	Low capacity of same staff	High	Organization and funding of training programmes for the various categories of staff.
6.	Inadequate collaboration and co-ordination among Cost Centres	Medium	Institutionalization of monthly meetings among Cost Centres for the harmonization of common programmes and also for the discussion of issues

			of common interest.
7.	Non-availability of comprehensive strategic plan for the Ministry	High	Development of Sector Medium Term Development Plan 2010-2013.
8	Inadequate residential accommodation for staff	High	Provision of annual allocations for the construction of staff residential facilities.
9	Poor state of office accommodation (Ministerial Block)	High	Annual provision in the Ministry's budget for the rehabilitation of the Block.
10	Oblige to operate in non economic areas	High	Putting in effort to operate according to the planned schedules and to develop strategies on how to operate in the hinterlands
11	Restrictive legislation on fixing TV license fees. The rate of GH¢0.30 per annum was fixed in 1991	High	Lobbying for Parliamentary approval to increase TV license fees from GH¢0.30 to GH¢15.00 per annum
12	High utility [electricity, telephone, etc] and maintenance costs	High	Mechanisms put in place to avoid wastage in the use of utilities e.g. use of pre-paid meters etc.
	Undue delay in the receipt of government subvention		Lobbying government for the prompt release of the subvention.
13	Stiff competitions from other private media organizations	High	Improving the quality of programming to attract a wider category of sponsorship and advertisements.
14	Non-retention of Internally Generated Revenue (IGF) by same Departments and Agencies, especially the Information Services Department and the Ghana News Agency (GNA)	High	Organization of meetings to lobby for the retention of the I.G.F.

15	No authority to retain Internally Generated Fund (IGF)-ISD	High	Captured in the 2013 budget for consideration.
16	Expansion of the Department's mission offices abroad to promote the country's international marketing agenda.	Making Ghana an attractive investment destination.	Captured in the 2011 budget for consideration.

FORWARD LOOK FOR 2011

In 2011, the Ministry will continue to ensure free flow of relevant information in pursuance of the transparent and accountable governance policy. To effectively and efficiently monitor and evaluate public responses to government policies, programmes and activities and also provide timely feedback to government.

Specifically the following activities will be pursued:

- i. The Broadcasting Bill aimed at strengthening and sanitizing our broadcasting industry will be finalized and submitted to Cabinet for approval and subsequently to Parliament to be passed into law.
- ii. Already, phase one of the migration to Digital Terrestrial Television has been completed with the support of € 2.3m from Government. This year, Government will continue to support the Ghana Broadcasting Corporation in this endeavour to ensure compliance by 2015 deadline.

Again, government will ensure the introduction of a dedicated television channel for the live broadcast of Parliamentary sittings.

- iii. The Ministry of Information is vigourously working towards the passage of the Film Bill. To that extent, a draft Bill is being finalized at the Attorney General's Department for onward submission to Cabinet for approval and for passage by Parliament. This is expected to promote and regulate the Ghanaian film industry, as well as support and build the capacity of industry players in Ghana.
- iv. As part of government's commitment to open, transparent and accountable governance, Government will continue to pursue the passage of the Right to Information Bill, which is currently before Parliament into law.
- v. Organization of National and three (3) Regional Policy Fairs to continue with the showcasing of government policies projects and Programmes by MDAs, RCCs and MMDAs and also to attract effective partnership from the private sector.
- vi. Continue with the organization of the Meet-the-Press Series and Media interactions to ensure timely free flow of relevant public

information and also to ensure that Ghanaians continue to remain integral part of the governance system.

- vii. Organization of Regional/District Tours for an effective interaction with traditional authorities, public sector workers, civil society organizations, Women's Groups, Non Governmental Organizations for better explanation of government policies, to solicit their support for the policies and also to take direct feedback to government..
- viii. Organization of Town Hall Meetings in order to bring governance closer to the people and also as a boost for the transparent and accountable governance policy.
- ix. Intensification of Monitoring and Evaluation activities to ensure that implementation of government policies and programmes correspond to actual initiatives, towards the "Better Ghana Agenda".
- x. Organization of public education programmes especially on government's commitment to the effective and efficient use of Ghana's oil revenues, implementation of the onetime Premium payment under the NHIS and improvement of the general standards of living of Ghanaians under the "Better Ghana Agenda".
- xi. Strengthening of the public relations apparatus of government and also provide effective media coverage for all public programs such as parliamentary sittings, National Day celebrations, etc.
- xii. Introduction of a TV channel solely for the live broadcast of parliamentary sittings.
- xiii. Provision and rehabilitation of office accommodation, tools and equipment to enhance the capacity of the Ministry and its

departments both at the National and the decentralized levels for effective service delivery.

- xiv. Effectively build the capacity of the staff of the Ministry through Training Programs, Workshops, Seminars, Conferences and other short courses in order to increase efficiency.