

MINISTRY OF LOCAL GOVERNMENT AND RURAL
DEVELOPMENT

ANNUAL REPORT FOR THE YEAR 2011

JANUARY, 2011

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EXECUTIVE SUMMARY

The Ministry of Local Government and Rural Development's mission is to ensure good governance and balanced development of Metropolitan/Municipal/District Areas. The Ministry has four core functions namely Policy Formulation, Performance Management, Sector Planning, Budgeting, Monitoring & Evaluation and Provision of Management Services. The Ministry also has a number of service and regulatory agencies working under it, namely Local Government Service, Department of Community Development, Department of Parks and Gardens, Births and Deaths Registry and The Institute of Local Government Studies (ILGS).

Currently the staff strength of the Ministry including its Departments and agencies stands at **2,285**. The staff is made up of both junior and senior officers of various categories. During the year, staff of the Ministry benefited from a number of training activities both internal and external. These were mostly short training programmes to build capacity of staff within the sector to deliver on the job. The training programmes included public sector management, planning, monitoring and evaluation, revenue mobilisation, decentralised administration, human resource development etc.

During the year, a number of national and service-wide reforms were also initiated in the Ministry. These include:

- Strengthening of the Local Government Service Secretariat
- Operationalization of the Inter-ministerial Coordinating Committee
- Continuous implementation of the DDF/FOAT intervention
- Stakeholder consultation on Decentralization
- Implementation of the Decentralization policy framework and action plan
- Securing Cabinet approval of the Sanitation Sub- sector Investment Plan (SESSIP)
- The development of a draft urban policy
- Formulation of the street naming policy and guideline
- Review of relevant LIs and amendments on Local Government

- Implementation of the Ghana Social Opportunities Project
- Implementation of the Local Government Capacity Support Project

For the year 2011, the Ministry of Local Government and Rural Development was allocated a total amount of **GH¢ 264,237,907.00** (including a mid – year supplementary budget of GHS 38,000,000.00) in the 2011 budget to undertake a number of planned programmes and activities. This represent 13.01% increment over the 2010 Budgetary Allocation of **GH¢ 233,811,800.00**. The source of funding includes GOG, HIPC and Donor Contribution. This amount excludes District Development Facility (DDF) and the District Assemblies Common Fund meant for development programs at the MMDA level.

The following programmes were the Ministry’s focus for the year 2011;

- Strengthening of the local government service
- Environmental protection and management programmes including those on National Sanitation Initiatives
- Revenue improvement efforts for the DAs
- Implementation of National Decentralization Policy and Action Plan
- Formulation of the street naming policy and guidelines
- Formulation of draft National Urban Policy
- Facilitation of the creation of New District and Municipal Assemblies
- Organization of Regional Ministers and District Chief Executives conference

During the year 2011, a number of constraints were noted in the implementation of the planned activities of the Ministry. Some of these constraints were:

- Planned activities not receiving fund allocations on specified times resulting in delay in implementation.

- Procurement processes continue to impede the implementation process due to the complexities and delays involved.

PART 2: GENERAL PROFILE OF THE MINISTRY

2.0. INTRODUCTION

2.1 Profile

The Ministry of Local Government and Rural Development belongs to the Central Management Agencies category of Government Machinery whose mandate is to ensure the attainment of performance management in the local government system. The Ministry exercises oversight responsibility over the activities of District Assemblies, which have been entrusted with both political and administrative authority to manage the affairs of the District.

In pursuance of and deepening the Government decentralisation, rural development and environmental sanitation goals, the Ministry within the year under review formulated and implemented a number of policies and programmes aimed at strengthening the decentralized structures in the area of capacity building, building of the resource and financial base of District Assemblies and provision of the means to function as Local Government Authorities.

2.2 Vision

To achieve a sustainable and equitable economic growth through citizen participation and accelerated service delivery at the local level within a decentralized environment.

2.3 Mission Statement

The Ministry of Local Government and Rural Development exists to ensure good governance and balanced development of metropolitan/Municipal/District Areas through:

- the formulation of policies on Governance including Decentralisation Policies, Rural Development and Environment

and provision of Guidelines on the acquisition and use of human and financial resources by the Assemblies;

- the design/delivery of systems to set targets for and monitor the performance of District Assemblies;
- the development and monitoring of sector plans, and the provision of management advisory services to the Assemblies.

2.4 Functions of the Ministry

The Key functions of the Ministry include the following:

- i. design, implementation, monitoring and evaluation of policies and programmes to reform local governments;
- ii. design and implementation of policies for installation of effective decentralized public administration system at the Regional, District and Sub-District level
- iii. promotion of efficiency in local administration
- iv. human resources development and manpower training to up-grade the performance of the local government sector;
- v. promotion of participation of civil society in administration and development through community actions;
- vi. facilitation of accelerated rural development;
- vii. promotion of allocation of development resources to support local level development
- viii. promotion of human settlement development in both urban and rural areas;
- ix. registration of births and deaths to provide the statistical bases for development planning;
- x. advise government on matters affecting local government
- xi. promotion of environmental sanitation

These core functions constitute the work of the directorates of the Ministry's Headquarters and its agencies and departments. The sub-core functions are out lined below:

Policy

- Governance
- Rural Development
- Urban Development

Performance Management

- Target setting framework
- Monitoring and Evaluation

Sector Planning, Budgeting, Monitoring and Evaluation (PBME)

- Sector Planning
- Sector Budgeting
- Monitoring and Evaluation

Management Services

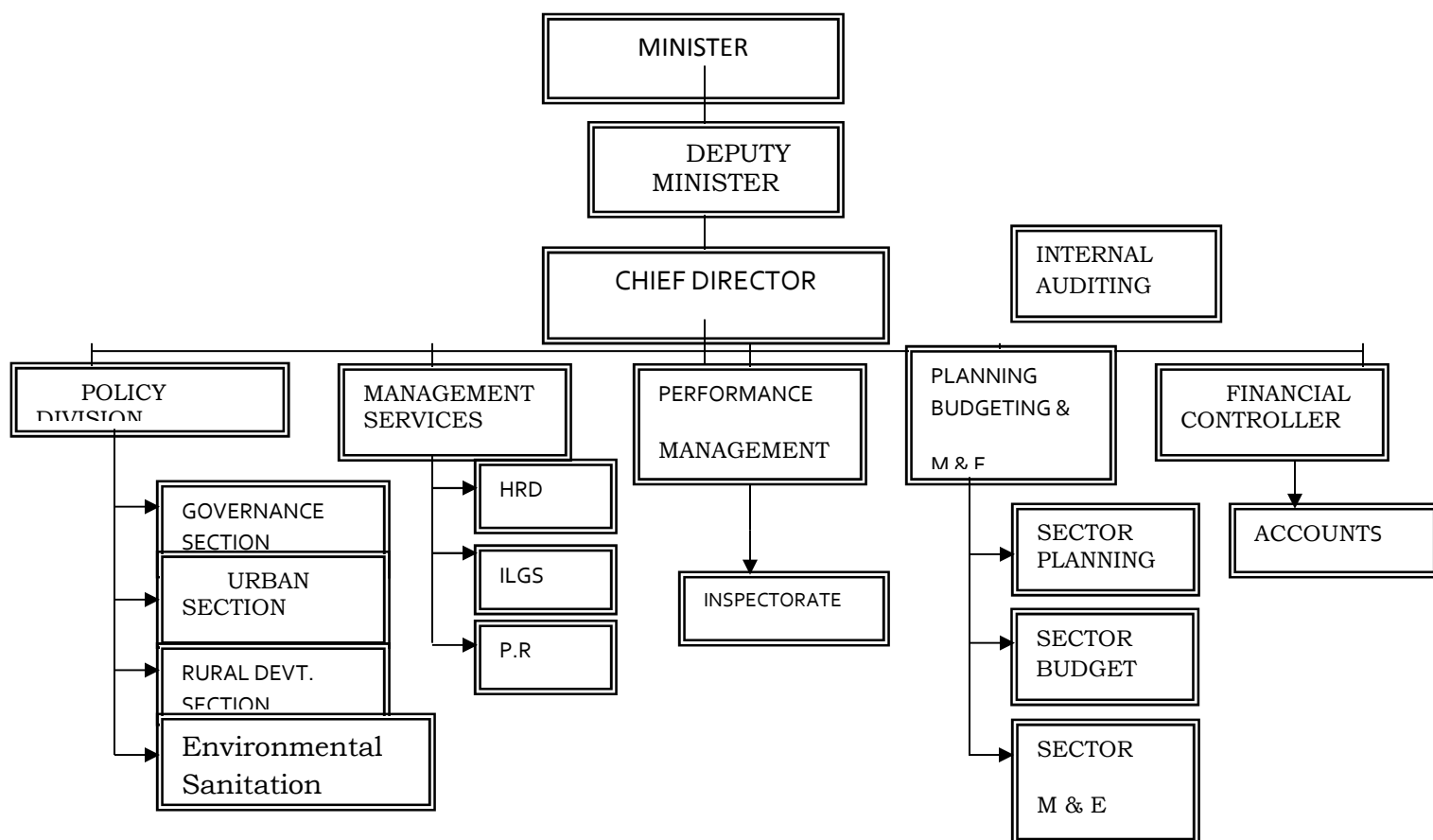
- Human Resource Development
- Institute of Local Government Studies (ILGS)
- Public Relations

Environmental Health and Sanitation

Support Services (Applicable to Ministry only)

- Transport/Vehicle Mgt & Maintenance
- General Services of Office equipment

2.5 Present Organogram of the Ministry



The above Organogram is to be reviewed to conform to the Four Line Directors of the Civil Service.

2.6 List of Departments, Agencies and Services

The following institutions operate in the Local Government Sector:-

Civil Service Departments and Agencies

- Four (4) subsisting line Departments, one (1) Registry and (1) Agency namely;
- Department of Community Development

- Department of Parks and Gardens
- Births and Deaths Registry
- The Institute of Local Government Studies (ILGS)
- The Office of the Administrator, District Assemblies Common Fund (DACF)
- 10 Regional Co-ordinating Councils (RCCs)
- 170 Metropolitan/Municipal/District Assemblies (MMDAs)
- A network of 28 Sub-Metropolitan District Councils 1,306 Sub-District Council and approximately 16,000 Unit Committees.

Services

- Local Government Service

2.7 Human Resource Management Analysis

The Staff strength of the Ministry including its departments is 2,289. Some members of staff have either retired or died, but very few have been replaced. The breakdown of the staff into gender and age are as follows;

2.7.1 Gender Distribution

• Male	-	1267
• Female	-	1018

2.7.2 Senior/Junior Staff Distribution

• Senior Staff	-	984
• Junior Staff	-	1301

2.7.3 Age Distribution

• 20-25	-	87
• 26-30	-	122
• 31-35	-	256
• 36-40	-	322
• 41-45	-	272
• 46-50	-	312
• 51-55	-	597
• 56-60	-	317
• Staff on Contract	-	0

2.8 Staffing position of Departments and Agencies under the Ministry

Staffing position of the Departments under the Ministry is as follows:

• Ministry Headquarters	-	106
• Department of Community Development	-	1022
• Department of Parks & Gardens	-	791
• Births and Deaths Registry	-	296
• Local Government Service Secretariat	-	53
• Environmental Health Division	-	17

The Senior Management Team at the Ministry headquarters comprises the following:

(i)	Hon. Samuel Oforu- Ampofo	-	Minister
(ii)	Hon. Elvis Afriyie Ankrah	-	Deputy Minister
(iii)	Hon. Steve M. K. Ackah	-	Deputy Minister
(iv)	Nana Bright Oduro- Kwarteng	-	Chief Director

The Ministry Headquarters is organised into the following five (5)

Directorates and (1) Sub-Directorate

<u>DIRECTORATE</u>		<u>HEAD</u>
(i) Planning, Budgeting, Monitoring and Evaluation	-	Mr. Opoku- Boamah (Director)
(ii) Performance Management	-	-----
(iii) Management Services/HRD	-	Mr Vincent Adjato (Director)
(iv) Policy	-	-----
(v) Finance	-	Mr Donko
Sub- Directorate: Support Services		

2.9 Departments and Programmes under the Ministry

Other Directors in charge of Departments, Programmes and Projects in the Ministry are as follows:

<u>DEPARTMENT</u>		<u>HEAD</u>
(i) Department of Parks and Gardens	-	Mr. Adams Nantogma (CPGO)
(ii) Department of Community Development	-	Mr. Theodore Tandoh (Ag. Director)
(iii) Births & Deaths Registry	-	Mr. Joseph Ampong (Registrar)
(iii) Environmental Health & Sanitation Unit	-	Mr. N. L. Demedeme (Chief Env. Health Officer)
(v) Institute of Local Government Studies	-	Dr. Esther Offei Aboagye (Director)

- (vi) District Assemblies Common Fund (DACF) - Mr. Kwadjo Finn
(The Administrator)
- (vii) Local Government Project Support Unit - Mr. Kofi Howard
(Head/Contract Staff)
- (viii) German Funded Project Implementation Unit - Mr. F. Opoku-Boamah
- (ix) Ghana Social Opportunities Project - Mr. Robert Austin
- (x) Accra Sewerage Improvement Project - Major Thomas N. K. Awuah
(Rtd.)
- (xi) Northern Region Poverty Reduction Prgm- Mr. Ahmed Mohammed

2.10 Boards and Councils under the Ministry.

BOARD/COUNCIL	<u>CHAIRPERSON</u>
(i) Local Government Service Council	- Mr. Francis Andan
(ii) Institute of Local Gov't Studies Council	- Prof. Samuel Quartey

2.11 Training and Development

2.11.1 Training Planned

The Institute of Local Government Studies which is responsible for the sector training activities has put in place an all year training programme for personnel of the sector. The training programmes are attended in batches through nomination of officers who are deemed qualified to be trained.

2.11.2 Training Programmes Undertaken

During the period 2011, the Ministry benefited from a number of training activities both internal and external. These were mostly conferences and short training programmes to build capacity of staff within the sector to

deliver on the job. The training programmes included Public Sector Management, planning, Monitoring and Evaluation, Revenue Mobilisation, Decentralised Administration, human resource development etc. Refer to Appendix A3 for the details.

2.12 Vacation of Post/Dismissal

One (1) officer vacated post at Births and Deaths Registry, and no one was dismissed during the year.

2.13 Resignation

Four (4) officers resigned at the Department of Parks and Gardens in the course of the year.

2.14 Retirement

Fifty- three (53) officers retired from the Service. This is detailed as Ministry headquarters (2), Births and Deaths Registry (5), Department of Parks and Gardens (21), and Department of Community Development (25).

2.15 Death

Eleven (11) deaths were recorded during the year at the Births and Deaths Registry (5) and Department of Parks and Gardens (6).

2.16 Administrative/ managerial changes

There were no Administrative changes in the course of the year.

Details on staffing position of the Ministry, promotions, training, postings, and recruitments are attached in the Appendix under each Department.

2.17 On-going national/service-wide reforms initiative in the Ministry

- Strengthening of the Local Government Service Secretariat
- Operationalization of the Inter-ministerial Coordinating Committee
- Continuous implementation of the DDF/FOAT intervention

- Stakeholder consultation on Decentralization
- Implementation of the Decentralization policy framework and action plan
- Securing Cabinet approval of the Sanitation Sub- sector Investment Plan (SESSIP)
- The development of a draft urban policy
- Formulation of the street naming policy and guideline
- Review of relevant LIs and amendments on Local Government
- Implementation of the Ghana Social Opportunities Project
- Implementation of the Urban grants under the Local Government Capacity Support Project.

PART 3: PROGRAMME DELIVERY

3.1 The Ministry's policy objectives

The Ministry within the year under review pursued the following policy objectives:

- To formulate appropriate policies and programmes to accelerate the implementation of decentralization Programme
- To strengthen leadership and capacity at all levels of the decentralized government machinery
- Deepen District Assembly association with Civil Society for the mobilization and management of resources for accelerated development
- To intensify the application and enforcement of sound environmental practices
- To promote human development and sustain the orderly and healthy growth of human settlements in Ghana
- To promote community based registration, collation, analysis and publication of data on all births and deaths occurring in Ghana
- To monitor and evaluate the effectiveness of local government institutions for improved management performance.

3.2 Achievements in 2011

In pursuance of the above objectives, the Ministry realized the following achievement in 2011.

3.2.1 Decentralization

Comprehensive Decentralization Policy

A National Stakeholder consultation on decentralization was organized. Following that a Draft Comprehensive Decentralization Policy and an Action Plan was developed and has been approved by Cabinet. The Policy Framework intends to deepen political, administrative and fiscal

decentralization in Ghana and to reaffirm the Government's commitment to the policy of decentralization that takes into account people's participation.

To deepen the mobility of Assemblies, the Ministry has provided 6,000 Moto Bikes for Assembly Members. Also 170 cross country vehicles were provided for all the MMDAs'.

Inter Ministerial Coordinating Committee on Decentralization (IMCC)

An Inter-Ministerial Coordinating Committee on Decentralization has been inaugurated with H.E. the Vice President as chairman. The IMCC would facilitate cross-sectoral implementation of the decentralization policy and accelerate the envisaged processes.

Passage of LI 1967

The Legislative Instrument 1967 (Local Government Review of Urban, Zonal, Town, Area Councils and Unit Committees) has been passed to facilitate the active involvement of citizens in decision making.

District Development Facility

The District Development Facility (DDF) is currently one of the main sources of funding to MMDAs. This source of funding is made available to MMDAs through an annual assessment of their performance using the Functional Organizational Assessment Tool (FOAT). The objectives of the assessment are to:

Promote MMDAs compliance with national policies and the legal and regulatory framework in the fulfillment of their mandates

Provide the basis for the allocation of additional resources to MMDAs by rewarding good performance and providing capacity building support for weak performance and

Assist MMDAs to systematically identify their functional capacity gaps and needs.

The DDF is a government initiative and supported by four Development Partners – DANIDA, CIDA, KFW and AFD. The World Bank is also joining with effect from 2012.

The Ministry has collated the results of the last assessment – on 2009 Fiscal Year- and out of the 170 MMDAs, 159 passed the assessment, one (1) was not assessed and 10 failed the minimum conditions and will not benefit from the investment grant.

A total amount of GH¢87,750,600.00 has been mobilized to be transferred to the MMDAs as a result of the last assessment. The breakdown of the allocation to each MMDA is on the exhibition board for your perusal.

Kumasi Metropolitan Assembly is receiving the highest amount - GH¢1,653,577.00 – and Upper Denkyira East Municipal is receiving the least – GH¢277,724.00- of the 159 that passed the assessment.

The transfer of this amount will bring the total of DDF funds transferred to MMDAs for the three assessments to GH¢208,669,282.62 as follows:-

1st Assessment (on 2006 Fiscal year) –GH¢42,060,719.01

2nd Assessment (on 2008 Fiscal year) – GH¢78,857,963.61

3rd Assessment (on 2009 Fiscal year) – GH¢87,750,600.00

Currently the Ministry is preparing for the 4th Assessment which will be based on the MMDAs performance for 2010.

3.2.2 Local Government Service

Operationalization of the Local Government Service

During the period under review, the Secretariat successfully facilitated the symbolic transfer of 32,358 staff from the Civil Service to the Local Government Service. This paved the way for operationalizing the Service and finalizing the necessary structures to manage the staff for the smooth running of the Service.

The transfer of staff also triggered the Human Resource & Physical Infrastructure Auditing in all 170 MMDAs. It was to enable the Service ascertain the actual status of the MMDAs which would inform policy formulation and planning.

Establishment of Human Resource (HR) and District Works Departments (DWDs)

The Secretariat established ten (10) HR Departments in all the Regional Coordinating Councils. Also twenty (20) HR Units were created in selected MMDAs. This was aimed at equipping the RCCs and MMDAs to effectively manage their human resources. Twenty Nine (29) additional District Works Departments (DWDs) were also established, bringing the total number to Seventy Three (73).

As part of its public awareness creation, the Secretariat carried out public lectures on L.I. 1961 for Heads of departments, Traditional Authorities, NGOs and the Media in all the Ten (10) regions. The objective was to enable stakeholders appreciate the reforms and actively participate in the process.

Composite Budgeting

The Secretariat in collaboration with Ministry of Finance and Economic Planning and other stakeholders facilitated the training of staff of Regional Planning Coordinating Units (RPCUs) and District Planning Coordinating Units (DPCUs) so as to prepare the staff towards the implementation of the Composite Budget in 2012. For the first time in the history of our decentralization process, all MMDAs have prepared composite budgets, incorporating the budgets of decentralized departments under schedule 1A of LI 1961 (2009). Also Regional Budget Hearings were held in all regional capitals to discuss the Composite Budgets of their respective MMDAs.

3.2.3 Urban Development

Significant progress has been made in the in the implementation of urban development programmes as indicated below:

Street Naming

Cabinet has approved the National Policy on Street Naming and Property Addressing System with the accompanying Operational Guidelines for implementation by the MMDAs.

The Ministry has conducted training of trainers workshop for 240 key staff of the 46 Metropolitan and Municipal Assemblies comprising the Coordinating Directors, Town Planning Officers, Development Planning Officers, Engineers and Budget Analysts.

The ministry in conjunction with the Town and Country Planning Department with financial and technical assistance from USAID/LOGODEP is piloting the operational guidelines on street naming in 5 districts in the Western Region with about US\$ 10million.

The World Bank through LAP 2 is supporting Accra Metropolitan Assembly with an amount of US\$3.65 million on street naming and property addressing system.

National Urban Policy (NUP)

A draft National Urban Policy and its Implementation Plan has been submitted to Cabinet for approval.

Ghana Urban Forum

The First ever Ghana Urban Forum has been organized to sensitize stakeholders on urban development issues. The forum served as a platform for advocacy on urban development and management. In addition, the ministry in conjunction with UN-Habitat, Ministry of Water Resources, Works and Housing and other MDAs organized the annual World Habitat Day Celebration in Sekondi-Takoradi. It was used as an awareness platform on the need to plan our human settlements in an orderly manner, amongst others.

THE CENTRE FOR URBAN TRANSPORTATION

The Centre for Urban Transportation has been created by and Act, Act 799, 2010. It is to serve as a Centre of Expertise in Urban Transportation and to facilitate the conduct of research into Urban Transportation, provide Technical Assistance and knowledge on Urban Transport to policy makers and for related matters. The following has been done

- Training has been organized for Urban Passenger Transport Units (UPTUs) and other stakeholders about road safety guidelines to enable the Units disseminate safety information within their various jurisdictions.
- A study tour was organized for the Urban Passenger Transport Unit Heads from the participating MMDAs, Officers from CUT and representatives from the MLGRD to Dublin, Ireland to understudy their transport system to enhance the competencies of participants in the area of contemporary public transportation planning and management.
- A study tour was organized to Lagos Area Metropolitan Transport Authority (LAMATA), Lagos, Nigeria for the CUT Directors in collaboration with Ecobank Ghana Ltd, to familiarize themselves with the operations of the BRT Lite System.

Ghana Urban Management Project (GUMPP)

- Urban Financial and Organizational Audits were conducted in the 4 cities - Kumasi, Ho, Sekondi/Takoradi and Tamale by two Ghanaian consultants.
- GUMPP workshops were held in Kumasi after which a final report containing audit results, priority investment programme & accompanying measures necessary at each city level was submitted to MLGRD and AFD.
- A Project Implementation Manual (PIM) describing proposed institutional and financial arrangements of the GUMPP was completed.
- The Loan agreement for 40 million Euros was signed between the Government of Ghana and the French Government.
- The MOU including all sub projects and programme for beneficiary MMDAS namely Kumasi, Sekondi-Takoradi, Tamale and Ho were signed between the Ministry and the Assemblies.
- The Ministry is in the final stages of recruitment of the Technical Assistance for the start of the project.

3.2.4 Environmental Health and Sanitation Unit

The Unit has undertaken the following:

- Finalized the preparation the National Environmental Sanitation Policy and the Strategic Environmental Sanitation Action Plan.
- A strategic sanitation investment plan has been prepared and currently before Cabinet for approval. It is the expectation of the Ministry that the approval of the investment plan will address the investment challenges that confront the sector and subsequently improve on service delivery.

- The Ministry has secured an Eleven Million Dollar (\$11,000,000.00) grant facility from the Indian Exim Bank to procure waste management equipment for distribution to MMDAs and also exploring similar opportunities to cater for the private sector service providers.
- Additionally, the Ministry is supporting the private sector through Public Private Partnership arrangements to address the waste treatment and disposal deficiencies confronting the country through the development of Compost and recycling facilities and decentralized anaerobic digestors in the country. As part of this arrangement, 900 tonnes of solid waste/day capacity compost and recycling plant at Adjin-Kotoku in the Greater Accra Region is being developed. It is expected that this facility will handle 50% of the waste produced in the Greater Accra Region. Efforts are underway to replicate these initiatives in other parts of Greater Accra and the country.
- The Ministry has also recruited 650 qualified graduates of the Schools of Hygiene that has been outstanding since 2008, these graduates have since been posted to the Assemblies across the country to strengthen their Waste Management and Environmental Health Departments.
- The Ministry is undertaking a number of measures to put the country not only on track but also meet the MDG on sanitation. These include the preparation of the Millennium Accelerated Framework on sanitation, adopting and scaling up the Community – Led Total Sanitation as national strategy for the rural areas and undertake intensive awareness raising on sanitation and Hygiene.

3.2.5 Department of Community Development

The Department made the following achievements during the first half of 2011;

- 36 field staff have been trained on Micro Financing Management whilst 85 existing Women’s group leaders and community-based organisations (CBOs) received training on Batik and Tie and Dye, Pomade and Powder Making, Beads Making, Sheanut Butter/Palm Oil extraction and Gari processing with the objective of reducing poverty.

- 40 Rural Artisans participated in demonstration workshops on the construction of appropriate toilet facilities for households.
- 4,000 youths are currently receiving training in 25 Community Development Vocational and Technical Institutions
- 140 Community Educators (Change Agents) are currently receiving training in community education at RDC, Kwaso
- 50 Institutional staff including Principals were trained in Tracer Studies and Gender Mainstreaming.

3.2.6 Department of Parks and Gardens

The Department of Parks and Gardens during the period under review continued to undertake the following programmes and activities in line with its mandate to enhance general horticulture and landscape.

- 12000 tree seedlings supplied to schools and other organized people in the Communities to undertake tree planting as at July, 2011.
- Maintenance of all landscaped areas of all Roundabouts, Road medians and Road shoulders in our cities and towns in progress.
- Maintenance of Castle Gardens, State House, Flagstaff House and Peduase Lodge
- Cultivation and Conservation of medicinal and aromatic plants. The identification of rare and threatened plant species and seeing to their multiplication.
- Establishment of a Biodiversity Data base in collaboration with the Botany Department of the University of Ghana – the Biodiversity Information Facility (Ghana B.I.F).

3.2.7 Births and Deaths Registry

- Births and deaths certificates which used to be written manually are now generated electronically. This has facilitated easy transfer of data from the districts to the regional processing centres for onward transmission to the central database centre at the head office in Accra

- Three (3) computer processing centres have been established in Volta, Eastern and Western regions. This brings the total number of regions with computerised processing centres to seven (7).
- 26 communities are currently benefitting from the community population registration program started by the Registry.

3.2.8 Ghana School Feeding Programme

The achievements of the programme include the following:

- The total beneficiaries of the programme have been expanded to cover 1,000,000 pupils from 700,000 pupils.
- To improve the targeting of the programme, sensitization workshops on retargeting have been organized for stakeholders including District Actors, Media and the Select Committee on Local Government and Rural Development (LGRD)
- To strengthen the linkage of farmers to caterers, capacity building workshops have been held for farmer based organizations in all the Regions.
- Training of Trainers for state and non-state actors (CSOs) have been carried out in Social Accountability tools and mechanisms

3.2.9 Community Based Rural Development Project (CBRDP)

- The CBRDP has been adjudged as one of the 10 best implemented IDA financed projects in Africa (Source World Bank).
- Provision of micro credit to 97 enterprises with about 27 percent average recorded change in value assets
- 975 trainees from the Learning Centres have set up their own enterprises.
- Completed the rehabilitation of 1277km of feeder roads, and this has increased access to social services and reduced the travelling time from an average of 15minutes to 4minutes to cover 1km. Also, 5 dams, two wind pumps and 1 dug out have been constructed to provide water for year long farming.

- Completed the construction of 39 markets to facilitate marketing of rural/agricultural produce.
- 1,676 boreholes successfully drilled, providing safe water to 586,600 people in 453 communities contributing to reduction in water borne diseases.
- Construction of 458 basic school infrastructure providing congenial environment to 47,000 pupils reducing the number of bad weather disrupting school activities to zero from 15 day and also increased enrolment by 29%.
- Construction of 271 community health centres and 5 nutrition centres, creating access to health facility and contributed to the increase in hospital attendance.

3.2.10 Northern Region Poverty Reduction Programme (NORPREP)

Watsan Training

As a follow-up to the Refresher ToT carried out for all 20 DWSTs and other officers at the District level in November 2010, all 113 Watsan Committees at site level were given refresher training in facility management between January and April 2011. This involved 791 persons.

Health Facility Management Training

Twenty one (21) District Assembly personnel related to the health sector (from 7 DAs) were trained to train 13 Community Health Committees to equip them with requisite skills to manage health facilities funded by NORPREP.

Facility Management Planning

Seventy three (73) staff from all 20 D/As in Northern Region have been trained to facilitate the drawing of 254 facility management plans.

Force Account Projects

All four (4) force account school projects at Nayili, Yala, Kpinjipe and Jukuku have been completed as at Friday, 19th August 29, 2011.

Monitoring & Evaluation

It has been ascertained that all 20 DAs have captured at least the plan of one Area Council in their Medium Term Development Plans. Residual M&E Data on Water facilities, Feeder Roads, and Dams have been collected and are being analysed to enrich the output and outcome information provided in December 2010.

Community Development Fund

In all a total of 86 subprojects were planned to be completed in 2011. Out of this 76 have been completed and handed over. The remaining 10 are at different levels of completion. Some may not be completed before the project comes to an end in September 2011. With such projects there would not be further IFAD commitment and the districts would have to take up the responsibilities from their own resources.

Educational Facilities

Educational facilities completed in year 2011 include 3 unit classrooms, and teachers' quarters and resource centre for the disabled in Tamale. The issue of furniture, provision of aprons, rain water harvesting facilities have been addressed by incorporating them as part of contract. Stairs for the disabled- (disable dome) have been incorporated in all structures to cater for the use by the disable in the various educational infrastructures.

Health Facilities

The 5 health facilities are in the form of CHPS compounds and nurses quarters'.

Safe Drinking Water

For the year under review a total of 10 of 15 sites successful boreholes were drilled in the East Mamprusi District. **Tolon Kumbungu district** recorded the worse drilling success, as such six of the communities which were hard-hit in their quest for water have been connected to the main Ghana Water Company Limited main supply line. This has been one of NORPREPs most recent achievements that have received recommendation

Feeder Roads

Three (3) feeder roads covering a distance of 56 kilometers (under the **Northern Floods Reconstruction Programme (NFRP)** have been completed and in use.

Others

The irrigable area of the Sunsong dam and framers input store was completed and handed over\in Yendi. A pavilion has been completed at the Gambaga Witches Camp, where the production of beads is gaining grounds and generating income. The traditional bone setter clinic at Loagri Kukuo in the west Mamprusi district have been completed and in use.

3.2.11 Second Urban Environmental Sanitation Project (UESP II)

Performance under the project includes the following:

IDA components

- Community infrastructure upgrading (CIU) works in Kpone, Tema re-awarded and works ongoing. The original KMA Community upgrading works in Ayigya and Old Tafo have been completed and additional works under a variation order ongoing. All works are expected to be completed by the end of the year.

- Storm drainage works in Sekondi-Takoradi have been completed and additional works awarded under a new contract ongoing. The Kumasi storm drainage works are 90% complete. Works on the Tema storm drainage commenced which commenced last year is 42% complete.
- Construction of the Sekondi and Tema Sanitary landfills commenced in January and February respectively this year.
- Cleaning and desilting work on the Tema Sewerage system has commenced to be completed by end of October 2011.

NDF financed components

The NDF financed institutional strengthening component is ongoing in the following sector areas i) Legal & Regulatory, ii) Communication, iii) Financial Analysis & Planning, iv) Accounting & Financial Management, v) Information Technology & Management Information Systems, vi) Solid Waste Management, vii) Equipment Management & Maintenance and viii) Public Health. The system designs of the sector areas have been completed and implementation of the designs is ongoing.

AFD financed components

The Euros 25 million Agence Francaise de Developpement's component which covers the implementation of storm drainage and community upgrading works in Accra and Kumasi is ongoing and at 75% and 55% respectively.

3.2.12 Urban Poverty Reduction Project (UPRP)

- Twenty-eight (28) socio-economic sub-projects have been completed throughout the twelve project MMDAs bringing the total number of completed projects to 92.

- Data collection, collation, analysis and documentation are on-going for the Social Inclusion Transfer Scheme. The first phase of direct support has been completed for 7 MMDAs. 3,265 beneficiaries have been provided with support to the time of GH¢271,025.
- An amount of GH¢677,066 being revolving medium term loans has been disbursed to Partner financial Institutions (PFIs) for on-lending to beneficiaries. Out of this amount GH¢242,500 representing 35.82% was disbursed to females.
- Established and trained a total of 182 community sub-project management committees in sub-project implementation and management.
- Technical Consultants (TCs) for MMDA Community sub-projects have been engaged and they have designed sub-projects that have emerged from Community Business and Development Plans.

3.2.13 Accra Sewerage Improvement Project (ASIP)

The project seeks to provide an improved and extended sewerage and sanitation system for disposing of waste from the city of Accra, in an environmentally and socially acceptable manner. The project has carried out the following;

- Construction of Legon Sewage Treatment Plant
- 76% of the total excavation works have been completed.
- 62% of the total sewers to be laid under the Contract had been completed.
- The overall progress of works is 43%.

3.3 Summary of programmed activities

The following programmed activities were carried out during the year to achieve the above outputs. ***See Table 10 for details.***

3.4 Challenges encountered in implementing programmed activities

Some challenges encountered are:

1. Budgetary cuts by MOFEP affected implementation of most programmes and activities
2. Planned activities do not receive fund allocations on specified times resulting in delay in implementation
3. Procurement processes continue to be impediment in the entire implementation process due to the complexities and delays involved
4. Knowledge in the use of IT is still not adequate
5. In some instances specific releases have been utilised for activities or programmes other than those in the approved budget.
6. Rely on Government of Ghana (GoG) funds and existing decentralized existing structures for monitoring

3.5 Strategies for overcoming any constraints

Some of the strategies adopted to overcome these constraints are:

1. Readjustment in programme and budget
2. Reprioritisation of programmed activities
3. Sourcing funding from other external sources including from Donors to fund some of the activities
4. Trying to adjust to the treasury re-alignment.
Detail is captured in Appendix D.

PART 4: FINANCIAL PERFORMANCE

4.0 FINANCES OF THE MINISTRY

4.1 For budgetary estimates, actual receipts and expenditure see Table 12 for details.

PART 5: OUTLOOK FOR 2011

5.1 Departments of the Ministry

5.1.1 Local Government Service

The Local Government Service will continue with the implementation of the road map on administrative decentralization. Specifically, the Service would use the gaps identified in the Human Resource and Physical Infrastructural Audit carried out in all Metropolitan, Municipal, and District Assemblies (MMDAs) to fully equip the Secretariat and MMDAs with the requisite Human Resource capacities and structures to enable the Service perform its role.

The Service would also facilitate the review of the relevant Acts to ensure consistency in the implementation of Act 462, Art 656 and L. I 1961 by December 2012. This would also facilitate the effective integration of departments in the second schedule to L. I. 1961 into the MMDAs.

The Service will also continue with the establishment of 150 Human Resource Units and 97 District Works Departments (DWDs) respectively in the remaining MMDAs by December, 2012. This is to ensure that the MMDAs are fully equipped with the necessary structures to operate.

By the close of 2012, a new organogram and reporting relationship developed to guide the Service at all levels would become operational. It is also expected that by December 2012 all 170 MMDAs would be headed by substantive Coordinating Directors.

In addition, the secretariat will undertake an exercise to establish and merge departments created under the first Schedule to L I 1961 and appoint substantive heads for these new Departments.

5.1.2 Environmental Health and Sanitation Unit

The Environmental Health and Sanitation Directorate is engaged in the improvement in sanitation service delivery throughout the country. Although tremendous efforts have been made, the Unit will continue with activities as outlined in the National Environmental Sanitation Strategy and Action Plan (NESSAP); and the Sanitation and Water for All Compact which was launched in August, 2010 as follows:

- Build the capacity of Metropolitan, Municipal and District Assemblies for improved Environmental Sanitation service delivery.
- Increase awareness in hygiene and sanitation and enforcement of sanitation regulations/legislation.
- Ensure sustainable financing and cost recovery for waste management
- Strengthen monitoring and evaluation of sanitation services in the Assemblies

Through;

- ✓ Training, provision of logistics and equipment.
- ✓ Development of hygiene education materials and awareness through the celebration of the Annual Sanitation Week among others.
- ✓ Develop model bye laws on environmental sanitation for adoption by Metropolitan and Municipal Assemblies.
- ✓ Pilot waste segregation in selected institutions and Metropolitan and Municipal Assemblies.
- ✓ Develop effective M&E tools on the monitoring of the environmental sanitation services.
- ✓ Facilitate the rolling out of Community Led Total Sanitation (CLTS) concept throughout the country aimed at increasing access to sanitation.
- ✓ Expand the Sanitation Guards concept to ensure effective education and enforcement of bye laws of MMDAs.
- ✓ Implement the SWA Compact Document

5.1.3 Department Of Community Development

The Department shall continue to implement a number of activities with a view to create jobs, ensure growth and reduce poverty for accelerated development in vulnerable and deprived communities as follows;

- Provide vocational and technical skills for 6000 youth in 24 No. Institutions.
- Provide sandwich employable skills training for 1,000 women.
- Introduce formal apprenticeship/tracer programmes in Technical and vocational Institutions.
- Assess current employable skills and review curriculum for vocational training.
- Train 400 field staff on Gender Empowerment.
- Train Community Based Organizations (CBOs) on Gender.
- Provide technical assistance in appropriate technology skills to 50 rural Communities.
- Organize basic house building skills training for 200 rural artisans.
- Organize two seminars on HIV/AIDS for 200 core staff.

5.1.4 Births and Deaths Registry

- The Registry will continue to look for support to provide training for its entire 370 field staff in registration duties and data collection techniques. 30 staff will also be trained in data analysis.
- The Births and Deaths Registry will maintain its partnership with the Ghana Health Service, UNICEF & Plan International to reach out to children.
- To expand the computerization of the registration process, the Registry will seek to install computers, scanners, and data capture software in 2 regional offices (Upper East, Upper West) and refurbish the Statistics Unit of the head office.
- The Registry will continue its media interaction and education on radio and TV and through IE&C material and community announcements.

- Partnership with Faith Based Organization (FBOs) to increase births and deaths registration among their followers will be strengthened.
- The Registry will continue its interaction with its stakeholders on the possibility of establishing registration centres in 300 rural communities by constructing *container* offices in 300 deprived communities.

5.1.5 Department of Parks and Gardens

- The Ensuing year 2012 will see the Department promoting Landscape beautification of the built and natural environment; and collaborate with MMDA'S to develop programmes for floral beautification of Cities and Towns and acquire lands to establish Public Parks and promote ecotourism to generate revenue for Assemblies and jobs for the youth.
- Collaborate with the Botanic Department of the University of Ghana and other stakeholders to document our flora and fauna and further develop and maintain national information facility sharing digital biodiversity data.
- Pursue actions to combat the effects of global warming by promoting a National tree planting campaigns involving all stakeholders.
- Concentrate on the conservation of threatened plants and restoration of plant diversity as well as communicating the importance of plant diversity under the Global strategy for plant conservation programme.
- Raise Horticultural products (vegetables, fruits and ornamentals) for sale to the public so as to generate revenue (I.G.F).
- Maintenance of various landscaped areas including road medians, road shoulders in our Cities and Towns.

- Maintenance of the Castle, State House and Peduase Lodge Gardens throughout the year.
- Supply of Tree seedlings to schools especially during the onset of the rains.

5.2 Programmes of the Ministry

5.2.1 District Development Facility

The DDF Secretariat will implement the DDF Communication Strategy and consolidate the 2010 assessment for approval by the Steering Committee.

5.2.2 Decentralization

Following the passage of LI. 1967, (Local Government Review of Urban, Zonal, Town, Area Councils and Unit Committees), the Ministry will facilitate the active involvement of citizens in decision making.

Other activities that will be carried out include the following:

- Integrate Births and Deaths Registry, Departments of Community Development and Parks and Gardens into the MMDAs.
- Establish a Secretariat to support the activities of the Inter Ministerial Coordinating Council.
- Continue the implementation of the Inter-Governmental Fiscal Framework (IGFF).

5.2.3 Urban Development

The Ministry will continue to build upon the significant progress made under the various programmes.

Street Naming

- Complete publishing of Policy Guidelines and Operational Manual for street naming by MMDAs

- Sensitization of MMDAs and other stakeholders on street naming and property addressing.
- Implementation of street naming by MMDAs.

National Urban Policy

- Obtain Cabinet approval for National Urban Policy.
- Implementation of policy by MMDAs including preparation of structural plans and detailed planning schemes.

Ghana Urban Management Pilot Project (GUMPP)

- Recruitment of Technical Assistant for GUMPP
- Putting in place GUMPP Steering Committee
- Launch GUMPP.
- Procurement of consultancy services for feasibility studies, design and supervision of projects.
- Procurement of consultancy services for preparation of structure plans.
- Implementation of sub projects.

Land Services and Citizenship for the Urban Poor Project

- Organize and institutionalize National Urban Forum.
- Commence research into critical issues identified at National Urban forums.
- Organize Study Tours to share experience.

Other Urban Development activities to be carried out during the year include:

- Celebration of World Habitat Day
- Represent Ghana at International Urban Forums.

5.2.4 Ghana School Feeding Programme

To guide GSFP and other school feeding programmes, a National School Feeding Policy will be developed. Steps will be taken to expand the Programme to cover 1,500,000 pupils.

5.2.5 Local Enterprise and skills Development Programme (LESDEP)

To enhance the skills and entrepreneurial development of the youth, the Ministry in collaboration with the private sector shall continue the implementation of the LESDEP. This is aimed at creating gainful employment for the youth.

5.3 Projects of the Ministry

5.3.1 Urban Poverty Reduction Project (UPRP)

Interventions under the various components will continue as follows:

- Embark on a strategy to develop to complete at least 60 Community Business and Development Plans.
- Engagement of a consultant to develop, install and implement Urban Development and Monitoring Software.
- Rehabilitation/Construction of Physical Planning Offices and Revenue Collection Offices for at least 5 MMDAs.
- Roll out activities under the development of pro-poor Sanitation capacities at the local level.
- As part of the improvement in the efficiency of MMDAs revenue collection machinery, the project will
 - Carry out mapping and preparation of new valuable rolls
 - Conduct re-valuation of rateable properties.
 - Design and install computerised valuation roll-based revenue management system.
 - Build small revenue collection booths for MMDAs.
 - Develop a 5-year Metropolitan Strategic Plan to enhance credit rating.
- Facilitate the full functioning of the M&E application system.

- Roll out the full implementation of the Social Inclusion Transfer Scheme.
- Continue the implementation of approved sub-projects for AMA, KMA and STMA.

5.3.2 Accra Sewerage Improvement Project (ASIP)

- The construction of sewage treatment plant at the University of Ghana, Legon, will continue. In addition, three pumping stations will be provided at PRESEC, IPS and the university campus.
- Sewer pipes will be constructed from the pumping stations to the sewage treatment plant while the existing sewer network within the University of Ghana will be rehabilitated.
- Sensitization and education campaign will be carried out throughout the project implementation period to educate the public on the health benefits of the project. This will be done through community meetings, radio and television programmes, posters and flyers (IEC).
- Heavy duty maintenance equipment, including cesspool emptier trucks, CCTV cameras, flushing wagon or flushing trucks will be procured to maintain the sewer networks.
- With the assistance of Engineering Consultants, there will be close supervision of project implementation throughout project period.
- With the assistance of the Engineering Consultants there will be close supervision of the construction works.

5.3.3 Ghana Social Opportunities Project

This is a World Bank financed project. The project aims to improve targeting in social spending, increase access to employment and cash earning opportunities for the rural poor during the agricultural off-season and increase access to conditional cash transfer nationwide and improve economic infrastructure in targeted districts. The labour intensive public works component of the project will be implemented in 2012.

5.3.4 Local Government Capacity Support Project

The Ministry will continue to pursue projects aimed at improving the performance management systems of the Metropolitan and Municipal Assemblies (MMAs) by making additional resource available to them. In this direction, the shall Ministry shall continue with the implementation of the Local Government Capacity Support Project (LGCSP).

APPENDIX A**TABLE 1: STAFF LIST OF MLGRD, Head Office**

S/ N	NAME	SE X	D.O.B	STAFF NO.	GRADE	DIRECTORATE /UNIT	ANNU AL LEAVE TAKE N YES/N O	ACCUMULA TED LEAVE	NO. OF YRS. @ CURRE NT MINIST RY /DEPT.	PAYR OLL NO.
1	Ebenezer Bright Oduro-Kwarteng	M		PF040	Chief Director	MLGRD	No	NIL	1	101
2	Alex Opoku-Boamah	M	17/9/51	60229	Chief Economic Plan. Off	PBME	No	NIL	2	101
3	Vincent K. Adzato Ntem	M	27/01/57	54866	Director(HRD)	HRD	Yes	NIL	1 yrs	101
4	Joseph Akwabeng	M	20/9/55	70807	Director	MLGRD	No	NIL	1 yr	1010
5	Joseph Obeng-Poku	M	30/11/60	80018	Deputy Director	MLGRD	No	NIL	2 yrs	1010
6	Alhaji Yar Ishaq Alhassan	M	06/05/1958	99307	Deputy Director	MLGRD	No	NIL	2	
7	Abdul-Rahman Amin	M	24/2/69	98879	Dep. Director	Management Services	Yes	NIL	14	

8	Lydia Essuah	F	15/3/70	67293	Asst. Director I	PBME	No	NIL	10	
9	Irene Messiba	F	15/3/70	67318	Asst. Director I	PBME	Yes	NIL	10	
10	Maclean Bruce	M	29/9/56	10897 8	Asst. Director I	Management Services	No	NIL	33	
11	Fati Lily Soale	F	14/12/74	59901	Asst. Director I	Mgt. Service	No	NIL		
12	Benjamin Botchway	M	12/04/1973	84663	Asst. Director I	M. services/HRD	No	NIL	13 yrs	
13	John Cofie Agama	M	21/5/52	54443	Chief. Rural Plan. Off.	Local Govt Service Sect	No	NIL	25 yrs	
14	Levina Owusu	F	17/12/58	60555	Chief Rural Plan.Off.	Urban Policy	No	NIL	26	
15	K.Owusu-Bonsu	M	11/10/19/5 5	52440	Chief. Rural Plan. Off.	Decentralization Section	No	NIL	26	
16	Anthony Owusu	M	13/1/55	51117	Prin. Rural Plan. Off.	PBME	No	NIL	23	
17	Herbert Antor	M	18/3/54	51141	Prin. Rural Plan. Off.	PBME	No	NIL	23	
18	Ransford A.Dankyira	M	16/6/55	10769 0	Prin. Rural Plan. Off.	PBME	Yes	NIL	23	
19	Benjamin A. Ankrah	M	10/10/1962	75382	Engineer	Local Gov't Project Sup.	No	NIL	22	

20	Thomas Atteh Donkor	M	25/11/68	57567	Engineer	Env.Health Sector	No	NIL	9	
21	Patrick A. Affum	M	02/10/1970	75686	Snr.Dev.Plan.Officer	PBME	Yes	NIL	13	
22	Benjamin Busia	M	19/1/1969	82678	Prin. Dev. Plan. Officer	MLGRD	No	NIL	10	
23	Abena Ofosua Dankwa	F	30/6/1981	59965 3	Asst. Dev. Plan. Officer	CBRDP	No	NIL	5	
24	James Kwame Ayarik	M	09/03/1971	65305	Prin. Dev. Plan. Officer	GTZ	Yes	NIL	10	
25	Inusah Shirazu	M	17/09/83	60025 4	Dev. Plan. Off.	PBME	No	NIL	6	
26	Emmanuel Fiebor	M	02/12/1972	60361	Dev. Plan. Officer	MLGRD		NIL		
27	Samuel Seth Passah	M	14/7/75		Dev't Plan. Officer	MLGRD	No	NIL	1	
28	Wasila Sufyan	F	25/03/82	67039 6	Asst. Dev. Plan. Officer	PBME	Yes	NIL	3	
29	Sylvanus K. Adzornu	M	12/12/1969	10558 7	Senior Devt. Plan.Off.	PBME	No	NIL	15	
30	Alhassan A. Amidu	M	08/05/1958	9121	Chief Local Gov't Inspector	Inspectorate Unit	No	NIL	21	
31	Lawrence Tizza	M	09/11/1959	61990	Prin. Local Gov't Inspector	Inspectorate Unit	No	NIL	28	

32	Agnes Lamptey	F	16/2/62	62000	Chief Local Gov't Insp	Inspectorate	No	NIL	28	
33	Valentina Elikem Dzirakor	F	05/09/1984	71552 1	Local Gov't Insp	Inspectorate	Yes	NIL	2	
34	Sophia Otoo	F	08/08/1963	80297	Chief Exe. Off	Chief Director Secretariat	No	NIL	19	
35	Evelyn Darko	F	27/12/83	70800 7	Snr. Executive Officer	MLGRD	Yes	NIL	2	
36	Evelyn Naa Norle Tetteh	F	06/03/1958	23225	A.C.E.O	Minister's Secretariat	No	NIL	33	
37	Ofori Nsiah O. K. Asamoah	M	30/05/1958	79024	A.C.E.O	Gen. Registry	Yes	NIL	5	
38	Eric Offei Darko	M	13/10/65	50096	Executive Officer	Minister's Secretariat/Reg.	No	NIL	30	
39	Quartey Ishmael	M	08/03/1965	11189 2	Higher Executive Officer	Gen.Registry/Library	No	NIL	23	
40	Samuel Obidiaba	M	30/06/57	50514	Executive Officer	Gen.Registry	No	NIL	30	
41	Lawrence Kotey	M	05/07/1977	95026	Executive Officer	Gen. Registry	No	NIL	14	
42	Isaac Fordjour Obeng	M	24/09/1958	40065 0 U	Transport Officer	Administration	Yes	NIL	4	
44	Hetty Andrews	F	20/01/58	11205 3	Snr. Receptionist	Reception	Yes	NIL	25	

45	Charity N. M. Anum	F	14/11/65	80702	Private Secretary	Deputy Minister's Off.	No	NIL	7
46	Beatrice Nortey	F	16/12/55	37364	Private Secretary	Director's Sect.	No	NIL	7
47	Dorothy Agbetorwoka	F	26/10/77	76759	Steno Gd. I	Inst.of Local Govt. Studies	No	NIL	13
48	Mabel Agbley	F	09/03/1964	65150	Steno. Gd. I	ILGS	No	NIL	27
49	Joyce A. Boahemaa	F	08/10/1974	70114	Steno Gd.II	Director's Secretariat	Yes	NIL	
50	Irene Awuku	F	05/07/1973	96690	Steno Gd. II	F. C Secretary	No	NIL	14
51	Vivian Agalga	F	16/04/79	59799 6	Data Entry - Opt.	Typing Pool	Yes	NIL	6
52	Rose Atta - Peters	F	28/02/53	79009	Typist Gd. I	Typinst Pool	Yes	NIL	7
53	Mary Turkson	F	28/09/59	41966	Typist Gd. I	Typing Pool	No	NIL	7
54	Comfort Seiwaa Appiah	F	08/01/1958	35167	Typist Gd. I	GTZ	Yes	NIL	7
55	Cynthia Ivy Amissah	F	16/09/81	59799 5	Typist Gd. I	Inspectorate	No	NIL	5
56	Elizabeth Martey	F	14/10/59	12019 4	Typist Gd. I	Inspectorate Unit	Yes	NIL	7
57	James Attah	M	14/10/52	11224	Yard-Foreman	Transport Unit	No	NIL	13

				6						
58	Francis Akpaku	M	13/1/55	11307	Yard Foreman	Transport Unit	NO	NIL	23	
59	Francis Amemor	M	20/8/52	34454	Yard Foreman	Transport Unit	No	NIL	23	
60	Joseph Amoah	M	01/06/1971	22937	Yard Foreman	Transport Unit	No	NIL	21	
61	Simon Seidu	M	21/8/65	59512 8	Driver Gd. II	Transport Unit	No	NIL	14	
62	Hayford Odartey	M	21/9/54	79485	Driver Gd. I	Transport Unit	No	NIL	16	
63	Kwame Kyere	M	03/03/1969	12957 9	Driver Gd. III	GTZ	No	NIL	3	
64	Augustine Neileku	M	27/08/67	20321	Driver Gd. I	Transport Unit	No	NIL	11	
65	Joseph Owusu	M	23/11/59	85901	Driver Gd. I	Transport Unit	No	NIL	13	
66	Samuel Osei Mantey	M	23/10/66	99146	Driver Gd. I	Transport Unit	No	NIL	11	
67	Francis Barnes	M	04/04/1975	67043 6	Driver Gd. III	Transport Unit	No	NIL	3	
68	Kwame Opong Kyekyeku	M	23/10/60	13207 0	Driver Gd. II	Transport Unit	No	NIL	7	
69	Moro Haruna	M	27/07/78	67048 2	Day Watchman	Administration	No	NIL	3	

70	Kwame Kyere	M	03/03/1969	12957 9	Driver Gd. III	Transport Unit	No	NIL	2
71	Kwami Hoenyedzi	M	06/02/1953	12999	Heavy Duty Driver	Local Govt Service Sect.	No	NIL	
72	James Opoku	M	23/10/54	63349	Driver Gd. II	Transport Unit	No	NIL	
73	Iddrisu Fuseni	M	03/06/1957	95020	Night Watchman	Administration	No	NIL	14
74	Samuel Eghan	M	11/01/1954	12103 2	Night Watchman	Administration	No	NIL	35
75	Salifu Ibrahim	M	07/01/1961	64821	Night Watchman	Administration	No	NIL	18
76	Charles Agutta	M	13/04/65	71042	Night Watchman	Local Gov't Tr. School	No	NIL	11
77	Simms Obeng	M	09/01/1950	11831 6	Day Watchman	Min. Guest House	No	NIL	21
78	Nii Boye Sackey	M	5/6/19/65	79488	Day Watchman	Administration	No	NIL	16
79	Erasmus Torgbo Obodai	M	31/07/50	9108	Headman	Administration	No	NIL	28
80	Robert Norqwei	M	18/07/68	76290	Labourer	Administration	No	NIL	24
81	Dinah Ocansey	F	18/07/68	40603	Labourer	Administration	No	NIL	24
82	Kofi Ayitera	M	29/06/66	76284	Labourer	Administration	No	NIL	13

83	Pius Aniah	M	10/10/1959	79389	Labourer	Administration	No	NIL	16
84	Florence Holm	F	23/11/70	21299	Sweeper	Administration	No	NIL	14
85	Theresa Allotey	F	23/06/61	88110	Sweeper	Administration	No	NIL	14
86	Victoria Mensah	F	15/08/70	97168	Sweeper	Administration	No	NIL	14
87	Gladys Addo	F	10/10/1954	18891	Steward	Inst.of Local Govt.Studies(ILGS)	No	NIL	21
88	Hellen Zanu	F	06/10/1965	18773	Asst. Cetering Officer	ILGS	No	NIL	21
89	Paul Kwasi Nimako	M	16/11/56	13399 7	Caretaker	Ministry's Guest House	No	NIL	9
90	Bernice Adzo Seanehia	F	07/04/1968	76287	Kitchen Staff Supervisor	ILGS	No	NIL	13
91	Mary Agbley	F	17/07/63	76278	Steward	ILGS	No	NIL	13
92	Florence Dzanza	F	16/05/67	76275	Cook Gd. II	ILGS	No	NIL	13
93	Mary Annang	F	05/08/1977	60223 7	Sweeper	Administation	No	NIL	5
94	Georgina Teye	F	01/03/1971	60224 4	Sweeper	Administration	No	NIL	5

95	Genevieve B. Degadzor	F	24/01/69	66406 0	Labourer	Administration	No	NIL	3	
96	Faustina Odoi	F	22/09/66	66405 1	Sweeper	Administration	No	NIL	3	
97	Josephine Manu	F	29/7/79	70167 7	Assistant Director 11B	Administration	Yes	NIL	1	
98	Florence Larweh	F	02/01/1985	79601 1	Assistant Director 11B	Administration	No	NIL	1	
99	Amanda Sakina Cockrah	F	06/10/1979	48743	Steno. Sec	Minister's Off	No	NIL	1	
10 0	Raymond Ohene Ofori	M	12/10/1984		Asst. Dev't Plan. Off.	MLGRD	No	NIL	0	
10 1	Raphael Edu-Gyan	M	06/01/1984	83199 3	Asst. Dev't Plan. Off.	MLGRD	No	NIL	0	
10 2	Rosina Boakye Marfo	F	11/04/1979	52260 3	Steno 1	Urban Policy	No	NIL	1	
10 3	Angela Carboo	F	29/7/79	64355 01	Executive Officer	MLGRD	No	NIL	1	
10 4	Charity Adosu	F			Principal Dev. Officer	Planning	Yes	NIL		
10 6	Jephrine Tamakloe	F	06/02/198 4	71337 6	Snr. Typist	Typing pool	No	NIL	2	

TABLE 2: HR DISTRIBUTION (MLGRD, Head Q'ters)

MINISTRY OF LOCAL GOVERNMENT	DISTRIBUTION		TOTAL
	MALE	FEMALE	
106	57	49	
TOTAL			106

APPENDIX "A3"

TRAINING & DEVELOPMENT

(i) Scheme of Service related Training Programmes 2011 (Service Wide)

Name of Officer	Sex	Course of Study	Duration	Institution	Funding	Paid/Unpaid
1. Fati Soale	F	DPA		GIMPA		Paid
2. Florence Laweh	F	CPA	October -December 2011	GIMPA		Paid
3. Josephine Manu	F	CPA		GIMPA		Paid

ii. Competency Based Training Undertaken in 2011

Name of Officer	Sex	Course of Study	Duration	Institution	Funding	Paid/Unpaid
Kwame Owusu Bonsu	M	Gov't Administration for Senior Officials	October30-November 19 2011	JICA	JICA	PIAD
Anthony Owusu	M	Training for Strengthening the Monitoring & evaluation	27 Nov-10 Dec.		JICA	PAID
Benjamin Botchway	M	Enhancement of Local Gov't Administration	Two months	Ryokoku University Kyoto Japan.	JICA	PAID

		& public Services		(JICA)		
Raphael Edu-Gyan	M	Training Methods & Skills for Mangers	7 weeks	National Institute of Micro Small & Medium Enterprises	AARDO	PAID

ii Academic Training Programmes

Name of Officer	Sex	Course of Study	Duration	Stage	Institution	FUNDING	LEAVE
						SELF/GOG/SCHOLARS HIP	WITH/WITHOUT PAY
1. Fati Soale	F	MSC Urban Mgt. & Dev.	1 year		Institute for housing (IHS)	Netherlands fellowship scholarship	With pay
2. Evelyn Darko	F		4 year	2 nd year	GIMPA		With pay

e. Promotion Undertaken

Name of Officer	Sex	Previous Grade	Promoted To	Notional date of Promotion	Effective Date of Promotion
1. Inusah Shirazu	M	Assistant Dev. Planning Officer	Dev. Planning Officer	1 st October 2009	1 st January 2011
2. James Kwame Ayarik	M	Snr. Dev. Planning	Prin. Dev.	1 st August 2010	1 st January 2011

		Officer	Planning Officer		
3. Demedeme Naa-Lenason	M	Public health Engineer	Snr. Public Health Engineer	1 st January 2009	1 st January 2011
4. Ms. Evelyn Tetteh	F	Asst. Chief Executive Off.	Chief Executive Officer		1 st January 2011
5. Ms. Vida a. Allotey	F	Asst. Chief Executive Off.	Chief Executive Officer		1 st January 2011
Parks & Garden					
1. Mr. Nantogma Adam Wumbei	M		Principal Horticulture Officer	1 st January 2008	1 st January 2011

F. Posting Undertaking

Name of Officer	Sex	Officer Grade	Posting from	Effective Date of Posting	Remarks
Herbet Antor	M	Principal Rural Plan. Off.	Head Office		
Robert Kuwornu	M	Chief Rural Planning Officer	Head office		

g. Recruitment Undertaken

Name of Officer	Sex	Staff No.					
			New	Replacement		Secondment	
			YES/NO	Name of Officer Replaced	M/F	Staff No.	From which Organisation
Raphael Edu-Gyan	M	831993		Johnson Alifo	M		
Raymond Ohene Ofori	M			Dzidienyo Vincent	M		

h. Staff who left the Service

Name	Sex	Reason				
		Retirement Date	Resignation date	Dismissal Date	Death Date	Other Date
Jonhson Alifo	M	2011				
Dzidzienyo	M	2011				

APPENDIX "A4"

S/N	Organisation	Political Head	Deputy Political Head	Administrative Head
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	MLGRD	Hon. Samuel Ofosu-Ampofo	Hon. Elvis Afriyie Ankrah	Nana Oduro Kwarteng
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TABLE 3: ADMINISTRATIVE HEADS OF DEPARTMENTS AT NATIONAL LEVEL

S/N	DEPARTMENTS	NAME	SECTOR MINISTRY
1	Births and Deaths Registry	Mr. Ampong	MLGRD
2	Department of Parks and Gardens	Mr. Adams Nantogma	
3	Department of Community Development	Mr. Theodore Tandoh	
4	Local Government Service	Alhaji Alhassan	

HIGHLIGHTS OF SECTOR INSTITUTIONS ACHIEVEMENT

INSTITUTION	TARGET/OBJECTIVES	EXPECTED OUTPUT	ACTUAL RESULTS	CHALLENGES/REMARKS
MLGRDE	<ol style="list-style-type: none"> 1. Develop and submit for Executive approval a Comprehensive Decentralisation Policy Framework which seeks to further deepen the Decentralisation agenda of the nation. 2. Develop and submit for Executive approval an Intergovernmental Fiscal Framework to address the issue of revenue and expenditure assignment between central government and local governments. 3. District Development Fund(DDF) Steering 	<p>Comprehensive Decentralisation Policy Framework developed and subjected to stakeholder consultations, Yet to receive cabinet endorsement.</p> <p>Intergovernmental Fiscal Framework to address the issue of revenue and expenditure assignment between central government and local governments developed and received Executive approval.</p> <p>Assessment results, allocation and transfer of</p>	<p>Comprehensive Decentralisation Policy Framework developed. Yet to receive Cabinet endorsement.</p> <p>Intergovernmental Fiscal Framework to address the issue of revenue and expenditure assignment between central government and local governments developed and received Executive approval.</p> <p>Assessment results, allocation and</p>	

	<p>committee approve D/As assessment results, allocation and transfer of funds for development.</p> <p>4. Implement relevant provisions under Act 462 which requires D/As to prepare integrated district budget.</p> <p>5. Re-introduce “Town Council” or “Sama Sama” concept to promote environmental cleanliness.</p> <p>6. Operationalise the ESICOME programme.</p> <p>7. Develop a national sanitation action plan.</p> <p>8. Develop a national</p>	<p>funds for development approved by DDF steering committee.</p> <p>170 MMDAs trained in composite budgeting.</p> <p>Guidelines for preparation of composite budget developed.</p> <p>Internal Audit Units established and staffed.</p> <p>“Town Council” or “Sama Sama” concept to promote environmental cleanliness introduced.</p> <p>ESICOME programme operationalised.</p> <p>A national sanitation action plan developed.</p>	<p>transfer of funds for development approved by DDF steering committee.</p> <p>170 MMDAs trained in composite budgeting.</p> <p>Guidelines for preparation of composite budget developed.</p> <p>Internal Audit Units established and staffed.</p> <p>“Town Council” or “Sama Sama” concept to promote environmental cleanliness introduced.</p> <p>ESICOME</p>	
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	sanitation investment plan	A national sanitation investment plan developed.	programme operationalised. A national sanitation action plan developed. A national sanitation investment plan developed.	
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TABLE 4: FINANCIAL PERFORMANCE

Source	2010			2011		
	Approved Budget GHC	Actual Receipts GHC	Actual Expenditure GHC	Approved Budget GHC	Actual Release GHC	Actual Expenditure GHC
GOG	146,360,019.00	172,999,131.09	172,889,323.46	190,906,566.00	235,180,139.55	235,127,926.25
IGF	-	819,354.00	819,354.00	-	-	-
DONORS	88,451,781.00	98,363,323.13	94,575,816.86	73,331,341.00	112,274.90	111,191.49
DACF	-	1,359,295.00	1,359,295.00	-	-	-
Total	234,811,800.00	273,541,103.22	269,609,023.42	264,237,907.00	235,292,414.45	235,239,117.74

TABLE 5: FINANCIAL PERFORMANCE- VARIANCE

VARIANCE (2010)		VARIANCE (2011)		REMARKS
ACTUAL RECEIPT	ACTUAL EXPENDITURE	ACTUAL RECEIPTS	ACTUAL EXPENDITURE	
GHC	GHC	GHC	GHC	
GoG 172,999,131.09	172,889,323.46	(44,273,573..50)	55,213.30	
IGF 819,354.00	819,354.00	-	-	
Donor 98,363,323.13	94,575,816.86	73,219,066.10	1,083.41	

TABLE 6: CHALLENGES/MITIGATION STRATEGY

A. Challenges

Challenge	Priority Level (H, M, L)	Mitigation Strategy
7. Budgetary cuts by MOFEP affected implementation of most programmes and activities.	H	Prepare realistic and practicable budgets. Schedule activities such that delays can be accommodated.
8. Planned activities do not receive fund allocations on specified times resulting in delay in implementation.	H	Train officers in the procurement process and develop a procurement plan to serve as a guide.
9. Procurement processes continue to be impediment in the entire implementation process due to the complexities and	M	Train officers in the use of computers.

delays involved. 10. In some instances specific releases have been utilised for activities or programmes other than those in the approved budget. 11. Knowledge in the use of IT is still not adequate	M	
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LOCAL GOVERNMENT SERVICE SECRETARIAT (LGSS)

STAFF LIST

S/ N	NAME	SEX	D.O.B	STAFF NO.	GRADE	DIRECTOR ATE/ UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMU LATED LEAVE	NO. OF YEARS AT CURRENT MINISTRY/ DEPT	PAY ROL L NO.
1	MOSES B. ALHASSAN	M	23/11/56	67366 GOV 263599 U	DIRECTOR	ADM. & GEN. SERVICES	NO	36 DAY	2 YRS	
2	EUNICE A OSAE	F	05/08/63	678339 PF0028	DEPUTY DIRECTOR	ADM. & GEN. SERVICES	NO	36 DAY	2 YRS	
3	GREGORY ADDAH	M	5/12/57		CHIEF DEVELOPMENT PLANNING OFFICER	PPBME	NO	36 DAY		
4	MABEL ADJAOTTOR	F	03/01/62	66644 GOV 276504 M	PRINCIPAL ENGINEER	QATSD	NO	36 DAY	3YRS	
5	CHARLES KOTEY	M	11/10/56	12968 GOV 270132 E	DIRECTOR	HR	NO	36 DAY	3YRS	
6	CHARLES BOADI KESSY	M	21/12/59		DIRECTOR	RSIM	NO	36 DAY		

7	PETRINA ETU MANTEY PARKINS	F	28/06/62	76237 GOV 486866 N	DEPUTY DIRECTOR	HR	NO	36 DAY	3YRS	
8	EDWARD OPPONG ABOAGYE	M	23/08/55	650292	ASSISTANT DIRECTOR I	PPBME	NO	36 DAY	2YRS	
9	JAMIES OPPONG- MENSAH	M	15/12/61	742611	DIRECTOR	HR	NO	36 DAY		
10	OLIVIA OPOKU ADOMA	F	11/9/57	58840 GOV 12473 G	PRIN ECON PLANNER	PPBME	NO	36 DAY	1YR	
11	CATHERINE ADU BOADI	F	21/11/65	19622 GOV 574989 A	PRIN. DEV. PLANNER	PR	NO	36 DAY	3YRS	
12	EMMANUE K. BADZA	M	16/12/63	100379 GOV 431722 Z	SNR. ENGINEER (CIVIL)	QATSD	YES		3YRS	
13	THOMAS ATTEH DONKOR	M	25/11/68	57567	SNR. PUBLIC HEALTH ENGINEER	QATSD	NO	36 DAY		
14	ROBERT CUDJOE	M	23/10/63		INFORMATION OFFICER	PAU	NO	36 DAY	1YR	
15	AWUNI C. ROLAND	M	15/10/66		PRIN. QUAN. SURVEYOR	ADM. & GEN. SERVICES	NO			
16	ABDUL ISSAKA JAMIL	M	31/12/71	88650 GOV 42366 F	ASSISTANT DIRECTOR IIB	RSIM	NO	36 DAY	3YRS	
17	JOSEPH ADDOKWEI ANKAMA	M	25/05/80	713790	ASSISTANT DIRECTOR IIB	HR	NO	36 DAY	3YRS	
18	HANNAH ASIEDU	F	08/02/83	713786	ASSISTANT DIRECTOR	ADM. & GEN.	YES		3YRS	

	MANTEY				IIB	SERVICES				
19	LUTFATA MOHAIDEEN	F	15/04/80	708972	INTERNAL AUDITOR	IA	YES		3YRS	
20	ERIC OBENG APPIAH	M	9/05/76		BUDGET ANALYST	PPBME	NO	36 DAY	2YRS	
21	BABA MOHAMMED IDDRISU	M	27/5/80		ASSISTANT DIRECTOR, IIB	HR	NO	36 DAY		
22	NARIEL QUAYSON	M	12/6/81	713794	ASSISTANT DIRECTOR IIB	QATSD	YES	36 DAY	3YRS	
23	SLYVESTER BAGULO BAYOWO		19/06/84	831950	ASST. DEV. PLAN. OFFICER	QATSD	NO		1 YR	
24	ABENA NYANTAKYIWAA OWARE	F	14/06/77		ASST. MGT. ANAYST	QATSD	NO		ON PROBATION	
25	ABDUL BASIT ISSAH	M	21/12/87		ASSISTANT PLANNING OFFICER	PPBME	NO		ON PROBATION	
26	EBENEZER KWASI ADARKWA	M	6/12/81		ASSISTANT PLANNING OFFICER	PPBME	NO		ON PROBATION	
27	KAREN OWUSU AGYEMANG	F	6/7/80		SNR. INTERNAL AUDIT	IA	NO		ON PROBATION	
28	APPIAH THEOPHILUS	M	17/7/85		ASSISTANT STATISTICIAN	RSIM	NO		ON PROBATION	
29	GLADYS K. HOLM	F	8/6/60	30613 GOV	SNR. PRIVATE	ADM. & GEN.	NO		3YRS	

				025307 G	SECRETARY	SERVICES				
30	JOANA OFFEI ADDO	F	16/8/61	39741 GOV. 8825G	SNR. PRIVATE SECRETARY	ADM. & GEN. SERVICES	YES		4YRS	
31	GLADYS KETEKU	F	14/3/60	68739	SNR. PRIVATE SECRETARY	ADM. & GEN. SERVICES	YES		4YRS	
32	JULIET HESSE	F	5/1/61	68739	PRIVATE SECRETARY	RSIM (IPPD)	NO		1YR	
33	CANDIDA TATER	F	14/12/75	728333	STENOGRAPHER	ADM. & GEN. SERVICES	NO		2YRS	
34	FAUSTINA ALLOTEY	F	23/5/60	120474	SENIOR TYPIST	RSIM (IPPD)	YES		1YR	
35	ELIZABETH ANOMALE	F	17/7/78	564769	SENIOR TYPIST	IA	YES		3YRS	
36	ABRAHAM MPETE- DARKO	M	27/09/61	49332	CHIEF EXECUTIVE OFFICER	ADM. & GEN. SERVICES	NO			
37	VIDA ALLOTEY	F	7/7/56	79133	ASS. CHIEF EXE. OFFICER	RSIM (IPPD)	NO		1YR	
38	E. A. ARYEETAY	M	17/6/53	80628	SNR. EXE. OFFICER	ADM. & GEN. SERVICES	YES			
39	S. L. T. NARNOR	M	14/5/59	48935 GOV 175613 D	EXECUTIVE OFFICER	ADM. & GEN. SERVICES	YES			
40	ESTHER BREMPONG	F	22/9/81	703998	EXECUTIVE OFFICER	ADM. & GEN. SERVICES	YES		3YRS	
41	ALFRED OBENG	M	16/9/85	602495	EXECUTIVE OFFICER	ADM. & GEN. SERVICES	NO		2YRS	

42	KWAME HOENYEDZI	M	6/3/53	12999	HEAVY DUTY EXTRA	ADM. & GEN. SERVICES	NO		36 DAY	
43	NANA KOBINA TAY	M	26/3/53	65300	DRIVER II	ADM. & GEN. SERVICES	YES			
44	AWUDI FRANCIS	M	16/06/66	802595	DRIVER 11	ADM. & GEN. SERVICES	NO		36 DAY	
45	OPOKU JAMES	M	23/10/54	63349	HEAVY DUTY DRIVER	ADM. & GEN. SERVICES	NO		36 DAY	
46	ALEXANDA ASARE	M	9/06/60	842025	DRIVER GD 111	ADM. & GEN. SERVICES	NO		ON PROBATION	
47	ERIC AHINFUL	M	2/01/82		DRIVER GD 111	ADM. & GEN. SERVICES	NO		ON PROBATION	
48	AYUBA NUNOOFIO	M	25/07/67		DRIVER GD 111	ADM. & GEN. SERVICES	NO		ON PROBATION	
49	DAVID TORSU	M	24/11/60	841937	DRIVER GD 11	ADM. & GEN. SERVICES	YES		ON PROBATION	
50	STEPHEN K. TSODOR	M	9/09/80	841979	DRIVER GD 111	ADM. & GEN. SERVICES				
51	MABEL ALLOTEY	F	3/03/77	844416	ASST SECURITY	ADM. & GEN. SERVICES	NO		ON PROBATION	
52	GEORGE KUMAKO	M	1/01/76	844302	ASST SECURITY	ADM. & GEN. SERVICES	NO		ON PROBATION	
53	FADDIRI KENNETH	M			ASST SECURITY	ADM. & GEN.	NO		ON	

						SERVICES			PROBATION	
54	PATRICK AHORLUVI	M	31/06/78		ASST SECURITY	ADM. & GEN. SERVICES			ON PROBATION	

HR DISTRIBUTION OF LOCAL GOVERNMENT SERVICE SECRETARIAT

DEPARTMENTS	DISTRIBUTION		TOTAL
	MALE	FEMALE	
1. GENERAL ADMINISTRATION	17	8	25
2. POLICY PLANNING, BUDGET M&E	5	1	6
3. HUMAN RESOURCE MANAGEMENT	4	1	5
4. QUALITY ASURANCE & TECHNICAL SERVICES	4	2	6
5. MANAGEMENT INFORMATION SYSTEM	3	3	6
6. FINANCE*	2*	1*	3*
7. AUDIT UNIT	0	3	3
8. PUBLIC AFFAIRS	1	1	2
TOTAL	34/36	19/20	53/56

NOTE:

*staff of Finance Directorate are CAGD staff therefore not included in staff list, Hence their number is subtracted to arrive at the totals to the left.

APPENDIX "A3"
TRAINING & DEVELOPMENT

ii. Competency Based Training Undertaken in 2011

Name of Officer	Sex	Course of Study	Duration	Institution	Funding	Paid/Unpaid
1. EUNICE A. OSAE	F	DISASTER RISK REDUCTION	5 th to 9 th DECEMBER, 2011	(DENMARK	DANIDA	PAID

e. Promotion Undertaken

Name of Officer	Sex	Previous Grade	Promoted To	Notional date of Promotion	Effective Date of Promotion
1. ALFRED OBENG	M	CLERICAL OFFICER	EXECUTIVE OFFICER		1/07/10
2.VIDA ALLOTEY	F	ASST. CHIEF EXECUTIVE OFFICER	CHIEF EXECUTIVE OFFICER	2009	1/01/2011

F. Posting Undertaking

Name of Officer	Sex	Officer Grade	Posting from	Effective Date of Posting	Remarks
1. CHARLES KOTEY	M	DIRECTOR	LGSS TO TEMA METRO.		
2. THOMAS ATTEH DONKOR	M	SNR ENV. HEALTH ENGINEER	MLGRD (EHSD) TO LGSS	24 th OCT. 2011	
3. ROBERT CUDJOE	M	INFORMATION OFFICER	INFORMATION SERVICE DEPARTEMENT TO LGSS	APRIL, 2011	
4. BABA MOHAMMED IDDRISU	M	ASST. DIR. IIB	ELLEMBELE DISTRICT ASSEMBLY TO LGSS		
5. AWUNI C. ROLAND	M	PRIN. QUAN. SURVEYOR	FEEDER ROADS TO LGSS		
6. ABRAHAM MPETE-DARKO		CHIEF EXECUTIVE OFFICER	OHCS TO LGSS		

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g. Recruitment Undertaken

Name of Officer	Sex	Staff No.					
			New	Replacement		Secondment	
			YES/NO	Name of Officer Replaced	M/F	Staff No.	From which Organisation
1. JAMIES OPPONG-MENSAH	M		YES				
2. CHARLES BOADI KESSY	M		YES				
3. ABDUL BASIT ISSAH	M		YES				
4. EBENEZER KWASI ADARKWA	M		YES				
5. KAREN OWUSU AGYEMANG	F		YES				
6. APPIAH THEOPHILUS	M		YES				
7. ALEXANDA ASARE	M		YES				

8. ERIC AHINFUL	M		YES				
9. AYUBA NUNOOFIO	M		YES				
10. DAVID TORSU	M		YES				
11. MABEL ALLOTEY	F		YES				
12. GEORGE KUMAKO	M		YES				
13. FADDIRI KENNETH	M		YES				
14. PATRICK AHORLUVI	M		YES				

h. Staff who left the Service

Name	Sex	Reason				
		Retirement Date	Resignation date	Dismissal Date	Death Date	Other Date
1. EMMANUEL K. BADZA	M		SEPTEMBER,2011			
2. CATHERINE ADU BOADI	F					TRANSFERED
3. OLIVIA OPOKU ADOMA	F					TRANSFERED

APPENDIX "A4"

S/N	Organisation	Political Head	Deputy Political Head	Administrative Head
	LOCAL GOVERNMENT SERVICE SECRETARIAT (LGSS)	AKWASI OPONG-FOSU		M. B. ALHASSAN

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Official Visits undertaken during the year, 2011.

Purpose	Name of office	Date of Visit	Remarks
STUDY TOUR OF THE LG ADMINISTRATION ON PPP TO THE USA.	1. M. B. ALHASSAN	5 th -15 th JUNE, 2011	
CONFERENCE IN MALAWI, LILONGWE	2. MABEL ADJAOTTOR	14 TH 19 TH November,2011	
CONFERENCE IN MALAWI, LILONGWE	3. JOSEPH ADDOKWEI ANKAMA	14 TH 19 TH November,2011	

APPENDIX B '2"

HIGHLIGHTS OF SECTOR INSTITUTIONS ACHIEVEMENTS

INSTITUTION	TARGET/OBJECTIVES	EXPECTED OUTPUT/ACTIVITIES	ACTUAL RESULTS	CHALLENGES/REMARKS
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<p>LOCAL GOVERNMENT SERVICE SECRETARIAT (LGSS)</p>	<p>1. To ensure commitment to the implementation of Local Government Service Act; implement HR management policy for Districts Assemblies by December 2011</p>	<p>1. Review legislation for consistency between Act 462 Act 656 as well as L. I. 1961, by December, 2011.</p>	<p>1. Completed the public lectures on L.I. 1961 for Heads of departments, Traditional Authorities, NGOs and Media in 2 remaining Regions.</p> <p>2. Created Positions for Regional and MMDAs HR Directors and DCD.</p> <p>3. 53 No. District Coordinating Directors</p>	<p>1. Office Accommodation for full strength of Staff (LGS – all levels)</p> <p>2. Inadequate HR (<i>managerial and technical</i>) capacity at the district level</p> <p>3. Attitudinal challenges (to decentralized direction)</p> <p>4. Stakeholders have different interests:</p>
		<p>2. Pursue Capacity building in the short, medium and long term .</p>	<p>1. Carried out Sensitization workshop on the “Role of the RCC in the Decentralization Reforms” organized 2011</p> <p>2. Carried out training on Composite Budget for key officers RCCs and MMDAs & other stakeholders, in collaboration with MoFEP. This was to enable officers to prepare towards the implementation of the Composite Budget in 2012.</p> <p>3. The Secretariat</p>	

			<p>established ten (10) HR Departments in all the Regional Coordinating Councils. Also twenty (20) HR Units were created in selected MMDAs.</p> <p>4. Twenty Nine (29) additional District Works Departments (DWDs) were established in 2011.</p>	
		<p>3. Develop Human resource regulation for implementation of HR policy for LGS by December 2011</p>	<p>1. 1,500 No. Sets of Schemes of Service for 23 out of the 24 professional classes of the Service have been printed and delivered to the LGSS. Copies have been Distribution to MMDAs.</p> <p>2. Organised sensitization workshops for the validation</p>	
	<p>2. Strengthen the capacity of MMDAs for accountable, effective performance and service delivery; operationalise the local Government Service by December, 2011</p>	<p>1. Organize quarterly meeting of LGS Council by December 2011.</p>	<p>1. LGSC members held all their mandatory quarterly meeting by the end of December 2011.</p>	

			2. The Secretariat facilitated the symbolic transfer of 32,358 staff from the Civil Service to the LGS on the 22 nd March, 2011.	
		2. Operationalise monitoring and evaluation by December 2011.	1. M&E plan indicators and format completed in April 2011. 2. Carried out Human Resource and physical Infrastructure Auditing in all 170 MMDAs.	
		3. Construct and equip office accommodation for LGSS staff by 2011 to 2013		
		4. Procure Vehicle for LGSS	1 No. Saloon Car was procured for the Head of Service	

DEPARTMENT OF PARKS AND GARDENS

STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS

GREATER ACCRA

NO	STAFF ID	NAME	SEX	D.O.B	GRADE	DIRECTOR ATE/UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATED LEAVE	NO.OF YRS.@CURRENT DEPARTMENT	PAYROLL NO.	REMARK
1	26328	AMARH ABRAHAM	M	22-02-53	J.FORMAN		YES	NIL	30	1143	
2	114943	NEEQUAYE KOTEI	M	23-08-61	FOREMAN		YES	NIL	28	1143	
3	56610	ADJEI LARYEA	M	07-02-57	SUP.TRAD.MAN		YES	NIL	28	1143	
4	101786	DONKOR MARY	F	30-05-53	P.L.D		YES	NIL	34	1143	
5	128041	ADWA WOODE	F	07-04-52	S.L.D		YES	NIL	38	1143	
6	20274	HALIGA PATIENCE	F	15-04-58	A.C.T.A		YES	NIL	36	1143	
7	73778	ASANTE VICTORIA	F	14-03-55	A.C.T.A		YES	NIL	37	1143	
8	16382	ASARE WILLIAM	M	25-12-66	A.L.D.I		YES	NIL	22	1143	
9	118275	ADDAE ROSE	F	20-09-52	A.C.T.A		YES	NIL	36	1143	
11	65837	QUAO LYDIA	F	30-04-53	S.T.A		YES	NIL	30	1143	
12	54242	KYEREWAA BEATRICE	F	15-07-55	A.C.T.A		YES	NIL	37	1143	
14	49566	ALORMENU ERNEST	M	05-03-52	P.T.A		YES	NIL	37	1143	
15	16438	OPOKU OPARE	M	20-01-63	L.D		YES	NIL	18	1143	
16	56272	ALLOTEY PATRICK	M	12-02-64	L.D		YES	NIL	22	1143	
17	12498	OBONI JANET	F	28-03-67	L.D		YES	NIL	22	1143	
18	104798	ADAMS DANIEL	M	26-02-68	S.L.D		YES	NIL	16	1143	
19	74659	KUMAH GEOFFREY	M	22-07-54	ASST. S/K		YES	NIL	42	1143	
20	113092	NKPE MARY	F	19-08-52	A.C.T.A		YES	NIL	39	1143	
22	54327	YIRENKYI MARY	F	15-09-53	P.T.A		YES	NIL	41	1143	
24	53143	KYERWAA MARGARET	F	31-08-52	A.C.T.A		YES	NIL	40	1143	
26	53064	COFFIE THERESA	F	08-02-53	A.C.T.A		YES	NIL	39	1143	
27	53064	BAA JULIANA	F	09-03-52	A.C.T.A		YES	NIL	41	1143	
28	53042	TAGOE MERCY	F	11-04-55	A.C.T.A		YES	NIL	39	1143	
29	52964	ATIEKU VICTORIA	F	12-05-54	A.C.T.A		YES	NIL	41	1143	
30	52892	ASANTE MARGARET	F	27-10-53	A.C.T.A		YES	NIL	42	1143	
31	52410	AGUNYO PATRICE	M	01-07-53	A.C.T.A		YES	NIL	38	1143	
32	49542	AMOAFI JULIAN	F	24-02-52	A.C.T.A		YES	NIL	39	1143	
34	52485	DAVIS HENRIETTA	F	12-07-54	A.C.T.A		YES	NIL	41	1143	

35	1078	OPARE REUBEN	M	15-07-60	S.T.A		YES	NIL	31	1143	
36	122752	ANANG OKO	M	24-04-61	S.T.A		YES	NIL	30	1143	
37	117023	ABBOSEY CALEB	M	27-12-63	P.T.A		YES	NIL	30	1143	
38	30285	OTOO SHAIMAIH	M	14-01-61	P.T.A		YES	NIL	30	1143	
39	15512	ANKRA A.	M	04-02-55	P.T.A		YES	NIL	28	1143	
40	15490	QUAYE SAMUEL	M	01-04-64	S.T.A		YES	NIL	28	1143	
41	15403	QUARTEY NICHOLAS	M	02-04-54	P.T.A		YES	NIL	28	1143	
42	114955	MENSAH JOSEPH	M	01-06-63	S.T.A		YES	NIL	28	1143	
43	116961	OWUSU JAMES	M	21-11-64	S.T.A		YES	NIL	28	1143	
44	14929	APPAW JACOB	M	08-05-61	S.T.A		YES	NIL	28	1143	
45	14901	ALLOTEY NII	M	10-06-63	S.T.A		YES	NIL	28	1143	
46	14812	AKOTO AMPONSAH	M	28-02-57	S.T.A		YES	NIL	28	1143	
47	122589	DJAMGBA LAWRENCE	M	10-08-62	P.T.A		YES	NIL	28	1143	
48	14656	QUAO TETTEH	M	08-04-56	S.T.A		YES	NIL	28	1143	
49	53917	AKAWERE JAMES	M	15-07-52	S.T.A		YES	NIL	28	1143	
50	14511	THOMSON SAMUEL	M	01-06-65	S.T.A		YES	NIL	28	1143	
51	33812	AWUKU GLADYS	F	10-03-66	P.T.A		YES	NIL	28	1143	
52	38755	ALLOTEY AKWEI	M	03-11-63	S.T.A		YES	NIL	27	1143	
53	111819	AMADU BADAGO	M	15-07-68	S.T.A		YES	NIL	27	1143	
54	111812	MATHEW ADDAE	M	16-08-62	S.T.A		YES	NIL	27	1143	
55	38704	MENSAH LARYEA	M	15-07-63	S.T.A		YES	NIL	27	1143	
56	38678	OKPOTI SARAH	F	15-07-54	S.T.A		YES	NIL	26	1143	
57	121833	GEORGE DALITON	M	21-08-61	S.T.A		YES	NIL	27	1143	
58	507291	NORTEY SAMUEL	M	15-02-52	S.T.A		YES	NIL	27	1143	
59	38658	ANNOR GEOFFREY	M	30-07-55	P.T.A		YES	NIL	27	1143	
60	38627	KENA AMOABENG	M	09-02-63	P.T.A		YES	NIL	27	1143	
61	38580	DZEBLE JOHN	M	15-07-62	S.T.A		YES	NIL	27	1143	
62	38553	KWARFO THERESA	F	30-05-59	S.T.A		YES	NIL	26	1143	
63	111995	ABDULAI BUSANGA	M	15-07-57	P.T.A		YES	NIL	27	1143	
64	79190	DAUDA BANDAWUGO	M	15-07-54	P.T.A		YES	NIL	33	1143	
65	48345	NANTOGMA ADAM WUMBEI	M	15-11-54	S.HORT.O		YES	NIL	32	1143	
66	83950	EBENEZER N.AWIDI	M	10-04-70	L.D		YES	NIL	13	1143	
67	47065	COMFORT PRAH	F	15-03-53	S.E.O		YES	NIL	39	1143	
68	71523	JULIET TETTEH	F	06-03-74	S.T.A		YES	NIL	12	1143	
69	612030	MARY OWUSU AFRIYIE	F	16-12-80	S.T.A		YES	NIL	6	1143	
70	9216	EBO QUANSAH	M	22-09-54	CH.PERN.O		YES	NIL	35	1143	
71	100716	BEATRICE KWARTENG	F	01-09-66	P.T.A		YES	NIL	27	1143	
72	121105	SOPHIA BOATENG	F	08-08-63	P.T.A		YES	NIL	29	1143	

73	62079	ANTHONY NUAMAH	M	09-12-70	SUP.H.G		YES	NIL	11	1143	
74	72983	RICHARD FORSON	M	09-04-69	L.D		YES	NIL	16	1143	
75	62103	KWASI ASAKA	M	24-07-77	SUP. H.G		YES	NIL	11	1143	
76	53071	NORA VORVOR	F	15-07-52	A.C.T.A		YES	NIL	36	1143	
77	31320	SALOMEY QUAYEFIO	F	15-07-55	P.T.A		YES	NIL	16	1143	
78	10960	FLORENCE ANKAMAH	F	04-04-63	P.T.A		YES	NIL	29	1143	
79	72964	AKOTO AMPONSAH	F	23-01-52	A.C.T.A		YES	NIL	44	1143	
80	113139	EVAGELINA GAMEY	F	15-07-51	P.T.A		YES	NIL	37	1143	
81	40223	GEOFERY DEMOKPOR	M	08-07-51	P.T.A		YES	NIL	33	1143	
82	52769	JANET ACHEAMPOMA	F	26-12-60	P.T.A		YES	NIL	31	1143	
83	603343	PATIENCE AMETSIKOR	F	21-08-75	SUP. H. G		YES	NIL	31	1143	
84	62093	GRACE MENSAH	F	26-12-72	SUP.H.G		YES	NIL	11	1143	
85	41413	MARY OBENG	F	21-09-61	P.T.A		YES	NIL	10	1143	
86	70593	SAMUEL AKUAKU	M	05-08-68	CHIEF G		YES	NIL	12	1143	
87	59828	EVANS ABOAGYE	M	25-0571	SUP. H.G		YES	NIL	11	1143	
88	12933	EMMANUEL DJANIE	M	17-11-74	SUP. H.G		YES	NIL	8	1143	
89	61317	MARTIN BINEY	M	06-01-79	CHIEF G		YES	NIL	12	1143	
90	88075	CHRITOPHA KUMI	M	01-01-70	SUPV.T/M		YES	NIL	8	1143	
91	62108	KWASI BOATENG	M	24-04-67	SUP. H.G		YES	NIL	11	1143	
92	620634	ELIAS SIABE	M	04-05-63	CONSERV.		YES	NIL	6	1143	
93	70858	PETER TETTEH	M	08-04-73	SUP.T/M		YES	NIL	6	1143	
94	28929	WISDOM AKPALU	M	28-08-75	SUP.T/M		YES	NIL	12	1143	
95	58907	STEPHEN OSAE	M	16-04-57	TRADESMAN		YES	NIL	10	1143	
96	55654	MICHAEL ODOI	M	25-11-59	S.L.D		YES	NIL	25	1143	
97	38755	AKWEI ALLOTEY	M	26-12-60	S.T.A		YES	NIL	26	1143	
98	121092	GRACE DWAMENA	F	21-05-58	P.T.A		YES	NIL	10	1143	
99	68980	MICHAEL SULEMANA	M	05-12-64	CHIEF G		YES	NIL	6	1143	
100	603357	DANIEL DWAMENA	M	06-01-86	SUP. H.G		YES	NIL	6	1143	
101	603347	RICHARD OTENG DARKO	M	06-03-57	SUP. H.G		YES	NIL	6	1143	
102	119605	JOSEPH LARTEY	M	05-12-63	SUP. H.G		YES	NIL	10	1143	
103	62210	WILLIAM MARTEY F.	M	27-07-64	SUP. H.G		YES	NIL	12	1143	
104	68983	ABIDU ABIBU	M	19-08-53	PROPAGATOR		YES	NIL	9	1143	
105	73156	PROSPER ANKU EMMANUEL	M	01-07-74	P.T.A		YES	NIL	10	1143	
106	69237	DANIEL POBEE	M	15-07-65	CHIEF G		YES	NIL	12	1143	
107	54284	PATIENCE DONKOR	F	02-10-57	P.T.A		YES	NIL	36	1143	
108	71529	GODWIN AYEH	M	05-08-75	CHIEF G		YES	NIL	10	1143	
109	71541	ISSAKA KUSSASI	M	20-11-57	CHIEF G		YES	NIL	12	1143	
110	62123	MINA MENSAH	M	04-04-76	SUP. H.G		YES	NIL	11	1143	
111	612581	LITICIA LARTEY	M	16-12-66	SUP. H.G		YES	NIL	6	1143	
112	71529	SAMUEL LARTEY	M	11-02-64	SUP. H.G		YES	NIL	6	1143	

113	88087	DANIEL NOI	M	13-07-58	SUP. H.G		YES	NIL	8	1143	
114	129303	DAVID DJANIE	M	17-11-74	SUP. H.G		YES	NIL	8	1143	
115	33763	SARA ADDY	F	05-01-59	S.T.A		YES	NIL	-	1143	
116	79194	CLEMENT NYAVOR	M	25-12-57	P.T.A		YES	NIL	33	1143	
117	101208	GODFRED EBEGBARE	M	01-11-78	CHIEF G		YES	NIL	9	1143	
118	116961	JAMES OWUSU	M	21-11-64	S.T.A		YES	NIL	28	1143	
120	72927	EMMANUEL ODOE A.	M	15-08-68	MECHANIC I		YES	NIL	13		
121	72971	KOFI LAWRENCE DANSU	M	01-11-57	FOREMAN		YES	NIL	13		
122	58913	EMMANUEL OFORI	M	01-10-65	DRIVER I		YES	NIL	10		
123	46470	KOFI MICHAEL AJOLAH	M	29-01-58	DRIVER H. D		YES	NIL	13		
124	71544	MOSES TWUMASI	M	01-11-57	FOREMAN		YES	NIL	13		
125	128946	AKANBODIPO STEPHEN	M	11-07-77	SUP.H.G		YES	NIL	8		
126	612297	EUGENE EDEN SOSOO	M	04-05-69	SECURITY G		YES	NIL	6		
127	612446	JACOB KWAGYIRE A.	M	01-07-68	SECURITY G		YES	NIL	6		
128	612289	JERRY NARTEY	M	01-04-72	SECURITY G		YES	NIL	6		
129	612068	ABUGRI MUMUNI	M	07-01-64	SECURITY G		YES	NIL	6		
130	612178	PROSPER K. DOGBEY	M	04-05-66	SECURITY G		YES	NIL	6		
131	709245	DANIEL KOFI ESSEL	M	04-03-68	SECURITY G		YES	NIL	4		
132	128946	FRANCIS ADUKO	M	20-04-78	SECURITY G		YES	NIL	4		
133	709244	SAMUEL NUNOO	M	12-12-74	SECURITY G		YES	NIL	4		
134	709259	JOSEPH MOHAMMED ADAMS	M	14-05-68	SECURITY G		YES	NIL	4		
135	709242	DARKO SAMUEL	M		SECURITY G		YES	NIL	4		
136	709257	PATRICK BAFFOUR KYEI	M	16-03-62	SECURITY G		YES	NIL	4		
137	709254	WISDOM YAW AMEGLO	M	29-01-71	SECURITY G		YES	NIL	4		
138	709252	SULLEY ABU	M	20-05-74	SECURITY G		YES	NIL	4		
139	709252	KWEKU ACQUAH	M	15-04-70	SECURITY G		YES	NIL	4		
140	709251	DANIEL AMOO	M	01-07-76	SECURITY G		YES	NIL	4		
141	16429	ALHASSAN LABARAN	M	03-11-68	SECURITY G		YES	NIL	4		
142	716429	YAKUBU HARUNA JENE	M	01-07-72	SECURITY G		YES	NIL	4		
143	126399	CHARLES OKINE	M	06-06-62	P.L.D		YES	NIL	29		
144	732834	DANIS TWUMASI	M	15-11-81	A.L.D II		YES	NIL	3		
145	728286	ABDULAI KASSIM	M	10-10-80	A.L.D II		YES	NIL	3		
146	728305	MARTISON ASOMANING	M	14-09-76	A.L.D II		YES	NIL	3		
148	728296	AZIZ NANTOGMA	M	28-03-81	A.L.D II		YES	NIL	3		
149	728276	EMELIA AKOTOWA	F	27-05-79	GARDENER		YES	NIL	3		
150	728269	ELFREDA OWOO	F	24-02-73	GARDENER		YES	NIL	3		
151	732837	HARUNA LABRAN	M	08-08-77	GARDENER		YES	NIL	3		
152	728761	JAMES ASANTE	M	14-10-77	GARDENER		YES	NIL	3		
153	732839	JOSEPH ABAS	M	01-07-77	GARDENER		YES	NIL	3		
154	728309	PROSPER ANYOMI	M	29-03-83	T.A		YES	NIL	3		

155	732832	GLADYS QUARHIE	F	14-10-76	GARDENER		YES	NIL	3		
156	732921	PATIENCE BOATENG	F	27-02-81	GARDENER		YES	NIL	3		
157	732916	ADELAIDE BOATEH	F	25-11-79	S.T.A		YES	NIL	3		
158	728314	MARY ODEI	F	18-03-69	GARDENER		YES	NIL	3		
159	732852	PATIENCE DAPAAH	F	01-07-80	GARDENER		YES	NIL	3		
160	722843	MAGRARET AFI TOM	F	15-01-81	GARDENER		YES	NIL	3		
161	732908	DAHANATU SEIDU	F	01-07-79	GARDENER		YES	NIL	3		
162	728322	KENNETH AHINFUL	M	02-04-78	GARDENER		YES	NIL	3		
163	728301	ELORM ARKU	M	13-05-81	A.L.D II		YES	NIL	3		
164	728314	MARGARET ODEI	F	18-03-69	GARDENER		YES	NIL	3		
165	767373	MEDJIDA WASHIW	M	25-07-82	A.L.D II		YES	NIL	2		
166	772456	EVANS K. AMISSAH	M	21-08-82	A.L.D II		YES	NIL	2		
167	767365	GLOVER EDEM	M	24-10-67	A.L.D II		YES	NIL	2		
168	769617	BAKA KOBINA S.	M	23-09-79	A.L.D II		YES	NIL	2		
169	769634	VINCENT KWAMIGAH	M	09-10-79	A.L.D II		YES	NIL	2		
170	772662	ADONNDAH HENRY	M	27-05-83	A.L.D II		YES	NIL	2		
171	767333	SANI AMMATA	F	26-06-84	STERNO.II		YES	NIL	2		
172	772476	OSMAN ADIZA	F	14-08-86	STERNO.II		YES	NIL	2		
173	769599	LOVING SAMUEL ACQUAYE	M	02-08-70	A.L.D II		YES	NIL	2		
174	772490	ALBERTA SMITH	F	12-09-82	EXECU. O		YES	NIL	2		
175	767381	ESTHER SAFOAH	F	05-01-81	GARDENER		YES	NIL	2		
176	770087	COMFORT AGYIRB TANDOH	F	11-05-85	EXECU. O		YES	NIL	2		
177	772634	EMMANUEL AGBEBIAMU	M	14-01-74	A.L.D II		YES	NIL	2		
178	767606	JUSTICE AZAMETI	M	09-10-74	A.L.D II		YES	NIL	2		
179	772592	BERNICE ASANTEWAA	F	04-06-72	GARDENER		YES	NIL	2		
180	767353	YAKUBU AL-HASSAN	M	07-10-89	A.L.D II		YES	NIL	2		
181	767592	ISSAH BOAMMIA	M		GARDENER		YES	NIL	2		
182	772704	SAMUEL KAYONGO	M		A.L.D.II		YES	NIL	2		
183	767381	MEDJIDA HAADI	M	03-10-86	A.L.D.II		YES	NIL	2		
184	62084	ANIKU PROSPER K.	M	01-07-74	SUP.H.G		YES	NIL	11		
185	732828	HENAKU PATRICK	M		GARDENER		YES	NIL	-		
186	61818	SOWAH BERNARD	M	27-06-76	A.L.D.I		YES	NIL	11		

STAFF LIST ABURI BOTANIC GARDENS

NO	STAFF ID	NAME	SEX	D.O.B	GRADE	DIRECTORATE /UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATED LEAVE	NO.OF YRS.@CURRENT DEPARTMENT	PAYROLL NO.	REMARKS
1	27992	ASAMOAH COMFORT	F	14/02/66	C.T.A.		YES	NIL	29	0202	
2	6483	DARKO SAMUEL	M	14/01/52	Foreman		YES	NIL	29	0202	
3	123264	ADJEI ALEXANDER	M	01/05/52	C.T.A		YES	NIL	29	0202	
4	6401	ASARE ROSE	F	08/08/65	-do-		YES	NIL	29	0202	
5	6376	KWAFO MARY	F	28/02/54	-do-		YES	NIL	29	0202	
6	7190	ANSAH FRANCIS	M	02/12/55	-do-		YES	NIL	29	0202	
7	27863	AMPEM EDWARD	M	26/11/59	-do-		YES	NIL	29	0202	
8	27832	KROW LETICIA	F	08/06/64	-do-		YES	NIL	29	0202	
9	6829	ANKAMAH MARY	F	09/08/58	-do-		YES	NIL	29	0202	
10	123230	BAAH SAMUEL	M	11/06/62	-do-		YES	NIL	29	0202	
11	11282	YEBOAH ERNESTINA	F	08/10/59	-do-		YES	NIL	29	0202	
12	27814	OKYERE AGNES	F	16/02/56	-do-		YES	NIL	29	0202	
13	11191	KWAFOA MARGARET	F	03/04/63	-do-		YES	NIL	29	0202	
14	10890	TETTEH KWAO	M	26/03/64	-do-		YES	NIL	29	0202	

15	24702	ANSAH CHRISTIANA	F	25/09/60	-do-		YES	NIL	29	0202	
16	41174	MASSANG RAPHAEL A.	M	24/10/53	C.L.D.		YES	NIL	32	0202	
17	24643	OKOH COMFORT IRENE	F	02/04/52	C.T.A.		YES	NIL	29	0202	
18	24199	ASARE NELSON	M	13/10/63	-do-		YES	NIL	29	0202	
19	24145	ODEI PATRICK	M	10/03/64	-do-		YES	NIL	29	0202	

20	24136	BEDIAKO PAUL	M	05/09/57	P.T.A.		YES	NIL	29	0202	
21	24000	OSAE JANET	F	22/03/54	C.T.A.		YES	NIL	29	0202	
22	33618	AFARI ELLEN	F	01/10/52	-do-		YES	NIL	40	0202	
23	36912	FREMPOG SAMUEL	M	01/07/63	S.T.A.		YES	NIL	26	0202	
24	36677	APPEADU ROBERT	M	15/03/53	P.T.A.		YES	NIL	26	0202	
25	111469	OSAE ADJEI SAMUEL	M	08/03/52	D.H.D.		YES	NIL	26	0202	
26	36642	OPPONG EBENEZER	M	06/01/65	P.T.A.		YES	NIL	26	0202	
27	36614	OPARE MARGARET	F	25/11/53	-do-		YES	NIL	26	0202	
28	36596	DJANWAH ELIZABETH	F	23/10/57	-do-		YES	NIL	26	0202	
29	36542	BOATENG CHRISTIANA	F	30/06/61	-do-		YES	NIL	26	0202	
30	36533	TURKSON EDWARD	M	05/03/67	-do-		YES	NIL	26	0202	
31	36524	OBENG MANU	M	04/02/64	-do-		YES	NIL	26	0202	
32	52535	OKYERE JULIANA	F	06/02/59	-do-		YES	NIL	26	0202	
33	36487	OKYEREWAH FLORENCE	F	16/02/62	-do-		YES	NIL	26	0202	
							YES	NIL	26	0202	

34	52528	AFARI ELLEN	M	25/09/59	-do-						
35	36470	AYI KWAKU	M	13/06/57	-do-		YES	NIL	26	0202	
36	36586	MENSAH VICTOR	M	03/08/55	P.T.A.		YES	NIL	32	0202	
37	111195	ADDO EMMA	M	27/05/60	P.T.A.		YES	NIL	31	0202	
38	35057	NTOW ELIZABETH	F	03/03/53	C.T.A		YES	NIL	32	0202	
39	54901	KWAPONG CECILIA	F	12/09/52	-do-		YES	NIL	31	0202	
40	54872	AMPOFOA AGNES	F	13/01/52	-do-		YES	NIL	31	0202	

41	54844	ASINOR MARTIN	F	11/11/54	-do-		YES	NIL	31	0202	
42	54837	ASAMOAH MOSES	M	05/08/52	-do-		YES	NIL	31	0202	
43	48053	KROW ROSINA	F	02/04/54	-do-		YES	NIL	41	0202	
45	47877	ISAAKU MAMPRUSI	M	26/05/53	-do-		YES	NIL	39	0202	
46	47853	ABOAGYE DANKWA ALICE	F	23/09/53	-do-		YES	NIL	39	0202	
47	47795	OYEH BEATRICE	F	24/12/50	-do-		YES	NIL	37	0202	
48	47682	OWIREDU EDWARD	M	01/09/52	-do-		YES	NIL	37	0202	
49	47381	ANKAMAH FRAFRA	M	15/01/51	-do-		YES	NIL	41	0202	
50	33024	GYEBI MERCY	F	16/05/52	-do-		YES	NIL	33	0202	
51	33008	BOATENG EMMANUEL	M	07/02/51	-do-		YES	NIL	33	0202	
52	32921	AKOTUA KWAKU	M	03/04/53	-do-		YES	NIL	33	0202	
53	37686	OFEI RANSFORD	M	20/01/52	L.D.		YES	NIL	43	0202	
54	35419	PEPRAH EVELYN	F	19/11/55	C.T.A.		YES	NIL	36	0202	

55	73787	ODEI SALOMEY	F	08/03/52	-do-		YES	NIL	36	0202	
56	73357	ASAMOAH MAXWELL	M	06/08/55	-do-		YES	NIL	35	0202	
57	66981	PREMEPEH ALBERT	M	29/09/59	Snr.L.D		YES	NIL	18	0202	
58	108582	SAKYI EBENEZER	M	22/05/60	C.T.A.		YES	NIL	29	0202	
59	75939	AMAGBLETOR ANTOINETTE	F	12/02/75	L. D.		YES	NIL	13	0202	
60	66204	YEBOAH ALEXANDER	M	02/05/52	F.G.1		YES	NIL	11	0202	
61	66194	OBUOBI ERIC	M	26/09/80	E.G.1		YES	NIL	11	0202	

62	60538	ANAFO KOLENGA KOFI	M	01/07/61	S.S.G.		YES	NIL	11	0202	
63	66189	AWUKU-DJAN MABEL	F	16/05/65	C.T.A.		YES	NIL	11	0202	
64	66184	OKOMENG DERRICK SAPANI	M	13/03/76	P.T.A.		YES	NIL	11	0202	
65	65473	OKOBEA MABEL	F	11/01/72	-do-		YES	NIL	11	0202	
66	65460	KISSIEDU SAMUEL	M	16/11/80	S.T.A.		YES	NIL	11	0202	
67	64092	TEYE APPIAKAI DAVID	M	23/12/70	S.S.G.		YES	NIL	11	0202	
68	64685	ADJEI STEPHEN	M	07/07/63	-do-		YES	NIL	11	0202	
69	64079	ADDO DANIEL	M	30/03/73	-do-		YES	NIL	11	0202	
70	64074	AKONOR EMMANUEL	M	15/05/78	-do-		YES	NIL	11	0202	
71	60199	OFORI CYNTHIA	F	18/07/76	P.T.A.		YES	NIL	11	0202	
72	62340	MACKHANSEN MURIEL	F	31/05/78	S.C.O.		YES	NIL	11	0202	
73	56732	DEBARANYA STEPHEN K.	M	01/12/50	T.A.		YES	NIL	10	0202	
							YES	NIL	10	0202	

74	56495	ADJEI PHILOMINA	F	23/12/78	Ls. D.						
75	43434	ASIEDU GEORGINA	F	14/08/66	S.T.A.		YES	NIL	10	0202	
76	134502	AZUNDOW JOSHUA	M	01/07/74	T.A.		YES	NIL	8	0202	
77	134487	MENSAH ADZOGBO DANIEL	M	10/01/67	S.S.G.		YES	NIL	8	0202	
78	511437	ARCHER ROLLAND KOTEY	M	19/10/67	-do-		YES	NIL	7	0202	
79	511443	ASOANDEK CUDJOE DAVID	M	09/12/70	-do-		YES	NIL	7	0202	
80	603259	FRANK VANLARE	M	28/02/80	P.S.K.		YES	NIL	6	0202	
81	611622	ANTWI STEPHEN	M	01/06/79	A.L.D.		YES	NIL	6	0202	
82	611634	ADIINKAME AGYARE D.	M	02/09/79	-do-		YES	NIL	6	0202	
83	611628	OSAE DANIEL	M	14/03/63	S.H.G.		YES	NIL	6	0202	
84	611643	AMOAKO EMMANUEL	M	01/03/74	C.G.II		YES	NIL	6	0202	
85	660230	AWUNI GODFRED	M	23/03/71	S.G.		YES	NIL	5	0202	
86	659629	APARIM JOHN	M	15/05/72	-do-		YES	NIL	5	0202	
87	660235	OTIMAH MABEL	F	15/03/75	S.H.G.		YES	NIL	5	0202	
88	660222	AKONOR VERONICA	F	08/03/74	Gardener		YES	NIL	5	0202	
89		NKANSAH JANET	F	13/08/73	Gardener		YES	NIL	3	0202	
90		GLADYS ABENA BODI	F	04/09/85	S.O.		YES	NIL	2	0202	
91	52542	MENSAH ANDREWS	M	20/05/56	P.T.A.		YES	NIL	26	0202	
92	36558	ODEI STELLA	F	31/07/68	P.T.A.		YES	NIL	26	0202	
93	36550	ADDO AGYEMAN	M	11/05/56	P.T.A.		YES	NIL	26	0202	
							YES	NIL	31	0202	

94	54858	OSAE REBECCA	F	07/03/56	C.T.A.						
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STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS-EASTERN REGION

NO	STAFF ID	NAME	SEX	D.O.B	GRADE	DIRECTORATE /UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATE D LEAVE	NO.OF YRS.@CURRENT DEPARTMENT	PAYROLL NO.	REMARKS
1	16420	JULIUS F.APPIAH	M	19-04-65	S.L.D		YES	NIL	22	034	
2	112709	VERONICA TAKYI	F	02-04-54	S.A.O		YES	NIL	35	034	
3	44847	DORA BOSOPEM	F	04-01-59	S.T.A		YES	NIL	31	034	
4	62023	DORIS OUT ANSAH	F	15-06-57	T.A		YES	NIL	11	034	
5	701126	CLEMENT AMUZU	M	03-09-80	A.L.D.I		YES	NIL	4	034	
6	48865	ELIZABETH O.SAFOAH	F	15-03-58	C.T.A		YES	NIL	30	034	
7	23964	ABDULAI HALIDU	M	02-01-52	C.T.A		YES	NIL	41	034	
8	34022	OKYERE JOSHUA	M	13-02-58	M.CRATF		YES	NIL	14	034	
9	61323	AGYAKWA KWAKU	M	03-03-52	A.C.T.A		YES	NIL	36	034	
10	37007	OMAN DAVID	M	01-07-56	A.C.T.A		YES	NIL	36	034	
11	53738	OTUBEA GLADYS	F	02-02-52	A.C.T.A		YES	NIL	40	034	
12	123329	BOAGYE DANKWA D.	M	01-06-62	P.T.A		YES	NIL	29	034	
13	105019	AGYAPONG AGARTHA P.	F	09-08-69	P.T.A		YES	NIL	27	034	
14	112269	KWADADE JULIANA	F	02-02-65	P.T.A		YES	NIL	29	034	
15	123259	OBERKO CECILIA	F	01-06-62	P.T.A		YES	NIL	29	034	
16	76217	SIAKA ESTHER	F	10-12-58	P.T.A		YES	NIL	32	034	
17	123277	ONOMAH MARY	F	04-02-60	P.T.A		YES	NIL	32	034	
18	123252	OBENG REBECCA	F	31-03-55	P.T.A		YES	NIL	32	034	
19	102053	APPIAH DORA	F	14-03-62	P.T.A		YES	NIL	32	034	

20	43268	ADOMAKO MARY	F	05-06-65	P.T.A		YES	NIL	24	034	
21	43346	SIACA ISSAC	M	24-11-65	P.T.A		YES	NIL	25	034	
22	74429	ADBEA CHRISTIANA	F	23-05-55	P.T.A		YES	NIL	32	034	
23	34101	ANIAGYEI JOSEPH	M	09-08-60	P.T.A		YES	NIL	30	034	
24	124645	ODEI COMFORT	F	11-03-55	P.T.A		YES	NIL	30	034	
26	528553	DONKOR JOHN	M	11-10-63	P.T.A		YES	NIL	29	034	
27	122381	AMPONSAH ABENA	F	20-07-55	P.T.A		YES	NIL	29	034	
28	43285	AMO TOA EDWARD	M	22-10-67	P.T.A		YES	NIL	25	034	
29	26392	OWARE AGYAPONG F.	M	01-09-63	S.T.A		YES	NIL	29	034	
30	123393	SARPONG KOFI	M	01-06-63	S.T.A		YES	NIL	29	034	
31	123270	BOAHEN REGINA	F	01-06-54	S.T.A		YES	NIL	29	034	
32	43315	TETTEH K.SAMUEL	M	24-04-62	S.T.A		YES	NIL	25	034	
33	43306	MENSAH NELSON	M	05-04-58	S.T.A		YES	NIL	25	034	
34	110232	ADU K.WILLIAM	M	21-05-60	S.T.A		YES	NIL	25	034	
35	43373	AGYAPONG KWAME	M	02-10-54	S.T.A		YES	NIL	25	034	
36	43296	NARTEY SAMUEL	M	01-06-62	S.T.A		YES	NIL	25	034	
37	110222	OPARE PATIENCE	F	02-01-63	S.T.A		YES	NIL	25	034	
38	43252	OFORI ELIZABETH	F	08-07-58	S.T.A		YES	NIL	25	034	
39	43351	SIACA NOAH	M	24-11-65	S.T.A		YES	NIL	25	034	
40	113271	OFORI EDWARD	M	01-03-61	S.T.A		YES	NIL	25	034	
41	46447	MENSAH DOUGLAS	M	01-07-58	T.A		YES	NIL	11	034	
42	62018	DANSO ELIJAH	M	25-08-59	T.A		YES	NIL	11	034	
43	113285	BRAIMAH IDDRISU	M	01-06-56	P.S.AI		YES	NIL	25	034	
44	59822	AZUMA AYAMBA	M	02-07-66	S.H.G		YES	NIL	11	034	
45	701166	AKLAMANU BERTHA	F	06-03-83	S.H.G		YES	NIL	4	034	
46	701184	ADOBEA REGINA	F	15-02-78	S.H.G		YES	NIL	4	034	
47	717434	AWUAH ALFRED	M	08-07-72	S.H.G		YES	NIL	3	034	
48	718785	ABUGIRI MARY	F	24-03-77	S.H.G		YES	NIL	3	034	
49	52980	ABLOR JONATHAN	M	14-05-53	C.T.A		YES	NIL	42	034	
50	25360	ELLEN DUODU	F	15-11-62	A.C.T.A		YES	NIL	31	034	

51	24592	AMPOFO K.SAMUEL	M	24-09-54	A.C.T.A		YES	NIL	31	034	
52	74432	YEBOAH SUSANA	F	24-07-61	A.C.T.A		YES	NIL	32	034	
53	732389	OWARE MICHAEL	M	06-02-54	P.T.A		YES	NIL	31	034	
54	26318	GYASI AFRIFA	M	24-08-52	P.T.A		YES	NIL	31	034	
55	67623	AMOAKOA MERCY	F	11-01-67	S.T.A		YES	NIL	31	034	
56	110246	OWUSU ALEX	M	02-02-62	S.T.A		YES	NIL	25	034	
57	116493	ACHITO PATIENCE	F	04-07-62	S.T.A		YES	NIL	26	034	
58	43399	ASANTE MAXWEL	M	11-03-63	T.A		YES	NIL	26	034	
59	-	ANIM PAUL B.	M	16-11-58	A.L.D.II		YES	NIL	42	034	
60	50482	AMEGBE EUNICE	F	10-01-52	L.D		YES	NIL	38	034	
61	53834	BOAKYE PETER	M	05-05-51	A.C.T.A		YES	NIL	33	034	
62	36904	MENSAH JAMES	M	15-07-60	P.T.A		YES	NIL	29	034	
63	123355	BROBBEY DANIEL	M	08-03-58	P.T.A		YES	NIL	31	034	
64	122472	AUGESTINA SAKWA	F	25-08-54	P.T.A		YES	NIL	36	034	
65	53760	OSAE REBECCA	F	01-07-55	P.T.A		YES	NIL	31	034	
66	53930	KPEMLI HELLEN	F	18-12-53	P.T.A		YES	NIL	33	034	
67	53923	AGYIRI SOPHIA	F	17-05-57	P.T.A		YES	NIL	39	034	
68	30484	AFEATSE REBECCA	F	17-04-51	A.C.T.A		YES	NIL	42	034	
69	30526	OFFEI JOSEPH	M	17-04-52	A.C.T.A		YES	NIL	31	034	
70	53731	SERWAH FELICIA	F	10-05-51	A.C.T.A		YES	NIL	6	034	
71	611622	ANTWI STEPHEN	M	01-06-79	A.L.D.II		YES	NIL	29	034	
72	33695	GAWU JACOB	M	10-04-56	P.T.A		YES	NIL	29	034	
73	33723	GAWU EDWARD	M	12-08-62	P.T.A		YES	NIL	28	034	
74	33918	TORGBOR EMMANUEL	M	22-05-57	P.T.A		YES	NIL	33	034	
75	74080	AMANKWA ERIC	M	09-02-53	S.T.A		YES	NIL	33	034	
76	78317	EZU FRANCIS	M	01-03-52	S.T.A		YES	NIL	29	034	
77	33881	BANINI MERCY ESI	F	03-08-51	S.T.A		YES	NIL	29	034	
78	53782	ADU MARY	F	31-08-52	S.T.A		YES	NIL	33	034	
79	33541	ASANTE OBENG	M	10-04-51	T.A		YES	NIL	2	034	
80	718787	OBENG NAOMI	F	01-05-76	S.H.G		YES	NIL	16	034	

81	104772	OBIRI KOW ANTHONY	M	10-08-69	A.L.D.I		YES	NIL	39	034	
82	61268	MARTY NATHAN	M	06-03-54	A.C.T.A		YES	NIL	27	034	
83	52160	OKOH KWADWO	M	01-01-69	P.T.A		YES	NIL	-	034	
84	112836	APPIAH ANTHONY	M	26-03-56	P.T.A		YES	NIL	11	034	
85	62043	AWUDU BAWIRI	M	23-11-78	T.A		YES	NIL	2	034	
86	763724	ANIM AIKINS	M	24-07-77	S.H.G		YES	NIL	2	034	
87	763722	OBENG BOATENG	M	27-08-76	S.H.G		YES	NIL	28	034	
88	116858	ADJEPONG GRACE	F	20-09-54	L.D		YES	NIL	25	034	
89	69150	WAVO ERNEST	M	01-06-60	S.T.A		YES	NIL	3	034	
90	718795	ADU KWABENA	M	05-07-77	S.H.G		YES	NIL	2	034	
91	763726	BANAMAN FAUSTINA	F	30-05-70	S.H.G		YES	NIL	28	034	
92	701138	DENTAA A.CHRISTIANA	F	08-06-82	A.L.D.II		YES	NIL	4	034	
93	33754	AMOATENG W.SETH	M	07-08-53	A.C.T.A		YES	NIL	29	034	
94	717432	AGYAPONG YAW	M	04-05-72	S.H.G		YES	NIL	3	034	
95	717430	GVAMFI CHRISTIAN	M	23-08-73	S.H.G		YES	NIL	3	034	
96	763721	ADU DARKO MARBEL	M	22-06-85	S.H.G		YES	NIL	2	034	
97	29207	OKYERE ADDAI GEORGE	M	01-09-57	A.C.T.A		YES	NIL	25	034	
98	701234	DUODU KOFI	M		S.H.G		YES	NIL	4	034	
99	701217	ANTIRI KWAME	M	11-11-68	S.H.G		YES	NIL	4	034	
100	701196	AHIABU EMMANUEL	M	13-06-83	A.L.D.II		YES	NIL	4	034	
101	62033	OFOSU FORSTER	M	04-11-70	T.A		YES	NIL	11	034	
102	116766	DANKWA FREDRICK	M	04-08-64	P.T.A		YES	NIL	29	034	
103	62038	AHIAKPOR ABRAHAM	M	12-12-77	T.A		YES	NIL	11	034	
104	763720	AKOTO DARLINGTON	M	29-12-83	S.H.G		YES	NIL	2	034	
105	62028	OBIRI ISSAC	M	01-10-65	T.A		YES	NIL	11	034	
106	61773	GAMOR CHRISTIAN	M	06-03-79	T.A		YES	NIL	11	034	
107	177584	OWIREDU EDWARD	M	07-09-52	P.T.A		YES	NIL	37	034	
108	93660	ADDAI FRANCIS	M	10-03-53	P.T.A		YES	NIL	31	034	

STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS- VOLTA REGION

NO	STAFF ID	NAME	SEX	D.O.B	GRADE	DIRECTORATE/ UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULA TED LEAVE	NO.OF <u>YRS.@CURRENT</u> DEPARTMENT	PAYROLL NO.	REMA
1	78668	TEDEKU COMFORT	F	29-06-55	C. T. A		YES	NIL	38	0504	
2	008782	KPORDZRO FELICIA	F	31-05-54	C. T. A		YES	NIL	34	0504	
3	76745	SITOR EMMANUEL	M	06-10-62	C. T. A		YES	NIL	33	0504	
4	41113	VIVOR CHRISTINE	F	08-12-50	A. C. T. A		YES	NIL	34	0504	
5	128219	AHIAKE GODWIN	M	14-06-62	P. T. A		YES	NIL	30	0504	
6	121660	ADZANU MARY	F	17-03-52	P. T. A		YES	NIL	34	0504	
7	41123	FUDZI COMFORT	F	17-09-54	P. T. A		YES	NIL	34	0504	
8	112213	MENSAH FAUSTINA	F	01-07-50	P. T. A		YES	NIL	39	0504	
9	66968	BUAKA ENYONAM	F	01-05-60	P. T. A		YES	NIL	34	0504	
10	71770	OWU PAULINA	F	04-04-52	P. T. A		YES	NIL	35	0504	
11	71767	KRA FLORENCE	F	15-04-52	P. T. A		YES	NIL	35	0504	
12	140718	GATI REBBECA	F	03-11-64	S. T. A		YES	NIL	10	0504	
13	68280	SITOR VICTOR	M	06-11-74	S. T. A		YES	NIL	11	0504	
14	140653	DADZOE SYLVANUS	M	21-03-79	S. T. A		YES	NIL	11	0504	
15	119295	DOGBATSE SENYO	M	06-06-71	S. T. A		YES	NIL	11	0504	
16	140583	MICHAEL DZEBLE	M	02-03-74	S. T. A		YES	NIL	11	0504	
17	60783	AKROBO IRENE YAWA	F	06-03-74	S. T. A		YES	NIL	12	0504	

18	078671	KPATAKPA STEPHEN	M	01-01-53	A. L. D. I		YES	NIL	40	0504	
19	076087	ATTAMIAH MARY	F	15-06-61	A. L. D. I		YES	NIL	32	0504	
20	084568	ANKUGA JOSEPH	M	11-01-56	A. L. D. II		YES	NIL	34	0504	
21	076748	AFU CAROLINE	F	29-04-57	P. T. A		YES	NIL	33	0504	
22	621687	AVORTRI VICTORIA	F	15-04-57	P. T. A		YES	NIL	7	0504	
23	565255	DZODZOE KWABENA	M	29-12-81	T. A		YES	NIL	7	0504	
24	533107	KWAKUDUA ELIZABETH	F	15-03-70	T. A		YES	NIL	7	0504	
25	533096	AWUMEY MICHAEL	M	29-09-82	T. A		YES	NIL	7	0504	
26	533104	KADZA JOSEPH	M	15-09-69	T. A		YES	NIL	12	0504	
27	69181	MOHAMMED BUAKARI	M	20-12-60	NIGHT W		YES	NIL	3	0504	
28	718140	ISAAC K. ANKUGAH	M	26-12-89	SUP. H. G		YES	NIL	3	0504	
29	718136	CYNTHIA BALAME	F	20-08-79	SUP. H. G		YES	NIL	3	0504	
30	718145	FASAA CYPRIAN	M	27-05-62	SUP. H. G		YES	NIL	3	0504	
31	23685	ABAYE HAWA	F	07-01-52	P. T. A		YES	NIL	31	0504	
32	78663	AMEHAME PROSPER	M	01-06-53	P. T. A		YES	NIL	38	0504	
33	41857	EGLEY JUDITH	F	16-08-56	A. CH. T. A		YES	NIL	38	0504	
34	78660	DATSA AKOFA	F	21-06-51	P. T. A		YES	NIL	38	0504	
35	30301	AQBGEKO FLORENCE	F	01-04-55	A. CH. T. A		YES	NIL	38	0504	

36	85080	HEHEMEKPE BENSON	M	06-10-79	SEN. T. A		YES	NIL	12	0504	
37	78658	AMETEFE WILSON	M	03-06-54	A. L. D. II		YES	NIL	7	0504	
38	69232	AGYEMANG ESTHER	F	01-02-57	A. L. D. II		YES	NIL	34	0504	
39	78657	MOTESU MABEL	F	01-04-52	A. L. D. II		YES	NIL	35	0504	
40	140627	ASEMPAPAH PAUL	M	01-08-70	SEN. T. A		YES	NIL	11	0504	
41	58878	TONDI MOHAMMED	M	06-06-83	SEN. T. A		YES	NIL	11	0504	
42	70195	BARIMAH SAMUEL	M	19-03-52	P. L. D		YES	NIL	34	0504	
43	140601	WORLA NKASIA	M	06-11-64	SEN.T. A		YES	NIL	11	0504	
44	703984	MISSADZI FELICIA	F	06-12-79	S. TYPIST		YES	NIL	4	0504	
45	740237	MABEL MENSAH	F	03-08-69	TYPIST		YES	NIL	3	0504	
46	688697	AMEDOR PEACE	F	11-10-74	SUP. H. G		YES	NIL	-	0504	
47	6887189	SOGBEY CELESTINE	F	21-08-75	SUP. H. G		YES	NIL	4	0504	
48	703978	ATI HENRY	M	03-12-77	SUP. H. G		YES	NIL	4	0504	
49	703986	AGBEMENU MARGARET	F	18-08-75	SUP. H. G		YES	NIL	4	0504	
50	703977	ARCHER DANIEL	M	01-04-86	SUP. H. G		YES	NIL	4	0504	
51	703977	AGBLEZE MARTIN	M	24-08-70	SUP. H. G		YES	NIL	4	0504	
52	718155	JOSEPH OBERKO	M	06-11-83	SUP. H. G		YES	NIL	3	0504	
53	718150	ELIZABETH AGBETSISE	F	24-04-71	SUP. H. G		YES	NIL	4	0504	
54	688705	ADORBOR HARRISON	M	29-01-55	NIGHT W		YES	NIL	3	0504	
55	740341	JULIANA JISAH	F	12-11-68	GARDENER		YES	NIL	3	0504	
56	740326	OKO MABEL	F	25-02-68	GARDENER		YES	NIL	3	0504	

57	740751	BONSU ISAAC	M	13-08-89	GARDENER		YES	NIL	3	0504	
58	740339	SOGBEY ESENAM	F	07-06-66	GARDENER		YES	NIL	3	0504	
59	740337	AWATOFO LIVINGSTONE	M	11-11-70	GARDENER		YES	NIL	3	0504	
60	740488	ALEXANDER AGYAPONG	M	02-01-74	GARDENER		YES	NIL	3	0504	
61	740333	DELETSU ESENAM	F	28-02-86	GARDENER		YES	NIL	3	0504	
62	078682	KPEKPENA FRANCIS	M	04-01-68	A.L.D		YES	NIL	38	0504	
63	076494	AMEDUME THERESA	F	31-01-52	P.T.A		YES	NIL	34	0504	
64	688725	GAKPLEAZI EDWARD AMUZU	M	01-07-74	SUP.H.G		YES	NIL	4	0504	
65	37319	ABAYE JOHNSON	M	01-01-50	A.C.T.A		YES	NIL	39	0504	
66	146739	KAMFRA CHRISTINE	F	03-03-55	P.T.A		YES	NIL	31	0504	
67	67784	GBANAGLO CHRISTIAN	M	07-04-64	SEN.T.A		YES	NIL	12	0504	
68	688709	BARIMAH ROBERT YAW	M	04-09-75	SUPV.H. G		YES	NIL	4	0504	
69	688711	MAWULI SOGBEY	M	22-02-82	SUPV.H. G		YES	NIL	4	0504	
70	718160	MICHAEL K.MENSAH	M	21-09-70	SUPV.H. G		YES	NIL	4	0504	
71	793081	GBEMU ISSAC KWADZO	M	05-08-74	SUPV.H. G		YES	NIL	4	0504	
72	718158	LOUIS KUKUBOR	M	12-04-82	SUPV.H. G		YES	NIL	-	0504	

STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS-ASHANTI REGION

NO	STAFF ID	NAME	SEX	D.O.B	GRADE	DIRECTORATE/UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATED LEAVE	NO.OF YRS.@CURRENT DEPARTMENT	PAYROLL NO.	REMA
1	769468	JENNIFER AMOAH A.	F	04-09-85	A.L.D.II		YES	NIL	2	0613	
2	21842	DICKSON KUNON	M	24-02-52	L. D		YES	NIL	38	0613	
3	113084	FRANK APPIAH	M	08-09-66	C.T.A		YES	NIL	37	0613	
4	31386	JOSEPH MENSAH	M	07-02-53	C.T.A		YES	NIL	37	0613	
5	68795	EMMANUEL ABOAGYE	M	12-12-59	C.T.A		YES	NIL	37	0613	
6	29157	GEORGE DOODERY	M	15-06-56	C.T.A		YES	NIL	27	0613	
7	5004	PETER TAWIAH	M	23-02-59	C.T.A		YES	NIL	29	0613	
8	74198	LINA POKU	F	06-03-55	C.T.A		YES	NIL	38	0613	
9	39190	FLORENCE OWUSU YEBOAH	F	14-07-60	C.T.A		YES	NIL	30	0613	
10	56413	GIFTY AKUAMOAH	F	22-06-61	C.T.A		YES	NIL	29	0613	
11	109709	VICTORIA ANANE	F	15-06-58	C.T.A		YES	NIL	36	0613	
12	27827	THERESA FOFIE	F	10-02-61	A.C.T.A		YES	NIL	35	0613	
13	50067	AFUA BIRAGO	F	04-05-67	A.C.T.A		YES	NIL	29	0613	
14	40739	SANDRA OFOSU	F	01-07-60	A.C.T.A		YES	NIL	30	0613	
15	39309	CECILIA FRIMONG	F	10-02-64	A.C.T.A		YES	NIL	27	0613	
16	769496	GILBERT ADINGAYA A.	M	27-05-57	A.L.D.II		YES	NIL	2	0613	
17	29178	PAUL B.ANIM	M	09-08-59	P.T.A		YES	NIL	27	0613	

18	24646	DANIEL ASARE	M	26-01-60	P.T.A		YES	NIL	27	0613	
19	39318	BUKARI ABUDULAI	M	08-03-51	P.T.A		YES	NIL	27	0613	
20	769484	ISAAC OWUSU	M	05-09-68	GARDENER		YES	NIL	2	0613	
21	38764	KOFI AMANKWAH	M	05-05-53	P.T.A		YES	NIL	32	0613	
22	71539	ATAA DARKOAH	M	10-02-57	P.T.A		YES	NIL	33	0613	
23	13588	MATHEW NSIAH	M	05-03-69	S.T.A		YES	NIL	10	0613	
24	13569	KWASI AMAKYE	M	30-07-72	S.T.A		YES	NIL	10	0613	
25	140085	MATILDA NKRUMAH	F	19-06-77	S.T.A		YES	NIL	10	0613	
26	58847	SULEMANA ZAKARI	M	05-09-67	S.T.A		YES	NIL	10	0613	
27	43158	CHRISTIANA YENDENDEM	M	06-03-73	S.T.A		YES	NIL	10	0613	
28	28450	RAZARK ZAKARI	M	07-08-77	S.T.A		YES	NIL	10	0613	
29	607724	PETER AGYEI	M	08-09-72	S.T.A		YES	NIL	6	0613	
30	607738	RICHARD PIIKUO	M	16-09-79	S.T.A		YES	NIL	6	0613	
31	612491	VIDA ARTHUR	F	01-03-84	S.T.A		YES	NIL	6	0613	
32	13550	MAMAH ISSAKA	M	06-06-57	S.T.A		YES	NIL	10	0613	
33	607783	MAMADU YAHAYA	M	28-08-66	S.T.A		YES	NIL	6	0613	
34	607783	SAMUEL OWUSU BEKOE	M	14-04-80	GARDENER		YES	NIL	3	0613	
35	718798	ERNEST KOFI AMEYAW	M	05-05-83	GARDENER		YES	NIL	3	0613	
36	729562	ABENA APPIAH	F	05-05-74	GARDENER		YES	NIL	3	0613	
37	718791	SALISU ADAM	M	30-05-81	GARDENER		YES	NIL	3	0613	
38	70600	THEOPHILUS AMPONSAH	M	26-08-62	PRIN.L.D		YES	NIL	26	0613	
29	104790	NKANSAH KYIRE	M	04-07-66	SEN.L.D		YES	NIL	16	0613	
40	115869	JOHN OBENG	M	23-05-57	C.T.A		YES	NIL	30	0613	
41	68768	BRIDGET POKU	F	07-11-56	C.T.A		YES	NIL	31	0613	
42	49547	AUGUSTINA NIMO	F	20-03-66	C.T.A		YES	NIL	30	0613	
43	29224	EMMANUEL BOAGYE	M	04-12-59	C.T.A		YES	NIL	29	0613	
44	50043	SAMUEL KWAME AGYARE	M	25-01-64	A.C.T.A		YES	NIL	27	0613	
45	49948	SAMUEL TWUMASI A.	M	22-11-53	A.C.T.A		YES	NIL	30	0613	
46	50107	CATHERINA BOATENG	F	22-10-64	P.T.A		YES	NIL	29	0613	
47	49750	VICTORIA DONKOR	F	10-06-61	A.C.T.A		YES	NIL	30	0613	
48	109355	MARGARET OPPONG	F	06-03-59	P.T.A		YES	NIL	29	0613	
49	28649	JULIANA NANTWI	F	25-05-53	P.T.A		YES	NIL	27	0613	
50	24535	HENRIETTA ODURO	F	04-03-55	S.T.A		YES	NIL	27	0613	
51	49611	MARGARET ASUMING	F	01-12-65	P.T.A		YES	NIL	30	0613	
52	48455	COMFORT MENSAH	F	26-02-66	P.T.A		YES	NIL	29	0613	
53	33820	ESTHER AMPOMAH	F	15-04-63	P.T.A		YES	NIL	29	0613	
54	29147	MARY HACKMAN	F	13-05-60	P.T.A		YES	NIL	27	0613	
55	29197	GEORGINA NSIAH	F	04-08-62	P.T.A		YES	NIL	27	0613	
56	29167	ABENA BUADUWAA	F	14-01-70	P.T.A		YES	NIL	27	0613	
57	47089	JANET FRIPONG	F	30-11-66	P.T.A		YES	NIL	27	0613	

58	42537	FAUTINA ADJEI	F	04-05-66	P.T.A		YES	NIL	29	0613	
59	32999	CHRISTIANA ADDAE	F	02-12-62	P.T.A		YES	NIL	31	0613	
60	58960	VERONICA YEBOAH	F	01-08-59	S.T.A		YES	NIL	31	0613	
61	33401	ALEX AKUFFO	M	01-06-62	S.T.A		YES	NIL	27	0613	
62	29231	PAUL OBENG	M	08-03-55	S.T.A		YES	NIL	27	0613	
63	50075	MUMUNI BUSANGA	M	01-01-65	S.T.A		YES	NIL	29	0613	
64	36573	KOFI AMADU	M	05-01-54	S.T.A		YES	NIL	36	0613	
65	47050	ABRAHAM OSEI DA-	M	15-11-63	S.T.A		YES	NIL	11	0613	
66	63175	AZUMA AKRUGU	M	10-07-76	S.T.A		YES	NIL	11	0613	
67	63180	BRODICK AGYAPONG	M	15-05-63	S.T.A		YES	NIL	11	0613	
68	63185	AUGUSTINA BOAH	M	16-02-68	T.A		YES	NIL	11	0613	
69	13597	KWABENA BOATENG	M	23-03-67	S.T.A		YES	NIL	10	0613	
70	13579	MARTINSON SOPHIA	F	03-04-61	S.T.A		YES	NIL	10	0613	
71	29851	J.K.ARTHUR	M	05-09-59	SEN.L.D		YES	NIL	36	0613	
72	105029	SAMUEL BRITWUM	M	06-05-61	L.D		YES	NIL	27	0613	
73	49587	BATURE KENYAGE	M	05-0761	P.T.A		YES	NIL	27	0613	
74	13559	GEORGINA DONKOR	F	04-01-74	S.T.A		YES	NIL	10	0613	
75	21853	CHARLES K. POKU	M	24-08-52	C.T.A		YES	NIL	37	0613	
76	33418	EDMOND OPPONG	M	23-07-63	C.T.A		YES	NIL	27	0613	
77	769478	LINDA OSEI	F	04-12-88	T.A		YES	NIL	2	0613	
78	729562	ABENA APPIAH	F	05-05-74	GSRDENER		YES	NIL	3	0613	

STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS-BRONG AHAFO

NO	STAFF ID	NAME	SEX	D.O.B	DATE OF 1ST APPOINTMET	DIRECTORA TE/UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATED LEAVE	NO.OF YRS.@CURRENT DEPARTMENT	PAYROLL NO.	REM
1	55251	BATONG HOR G.F	M	21-09-54	P. L. D		YES	NIL	32	0712	
2	69773	EUGINIA DUDOME	F	22-11-53	L/DES.		YES	NIL	40	0712	
3	16404	SETH MENSAH	M	03-02-67	L/DES.		YES	NIL	18	0712	
4	73021	DANIEL BORSAH	M	13-10-70	L/DES.		YES	NIL	13	0712	
5	66976	PEPRAH COMFORT	F	20-10-52	C.T. ASST.		YES	NIL	41	0712	
6	40753	ADOMA VICTORIA	F	01-06-55	C.T. ASST.		YES	NIL	32	0712	
7	47528	GYAN FRANCIS	M	01-09-60	C.T. ASST.		YES	NIL	32	0712	
8	52166	TWAMASI ESTHER	F	02-01-56	C.T. ASST.		YES	NIL	37	0712	
9	123973	DONKOR ESTHER	F	24-12-56	C.T. ASST.		YES	NIL	33	0712	
10	120066	OWUSU JOHN	M	01-02-61	P. T. A		YES	NIL	31	0712	
11	7500	ANANE NWETON ISAAC	M	01-04-53	P. T. A		YES	NIL	34	0712	
12	37947	SAAMA THERESA	F	26-01-59	C. T A		YES	NIL	34	0712	
13	37874	POMAA CONSTANCE	F	28-11-58	C. T. A		YES	NIL	33	0712	
14	74883	ANTO AUGUSTINA	F	03-07-55	P. T. A		YES	NIL	35	0712	

15	39414	JULIANA ACHEAMPONG	F	03-03-61	P. T. A		YES	NIL	26	0712	
16	34802	ALICE YEBOAH	F	16-07-60	P. T. A		YES	NIL	33	0712	
17	39429	MARGARET BOADI	F	01-05-56	P. T. A		YES	NIL	26	0712	
18	52697	BADU GEORGINA	F	03-11-62	P. T. A		YES	NIL	32	0712	
19	52173	NYARKO AGNES	F	22-01-59	P. T. A		YES	NIL	37	0712	
20	58978	AMANKWAH JANET	F	01-09-64	P. T. A		YES	NIL	31	0712	
21	74880	FOKUO MARGARET	F	05-08-56	P. T. A		YES	NIL	35	0712	
22	112142	ASANTE PHYLLIS	F	01-06-64	P. T. A		YES	NIL	31	0712	
23	112159	SARAH ATITSOBUNI	F	26-06-59	P. T. A		YES	NIL	31	0712	
24	122495	KYEREMAA ROSE	F	24-06-62	P. T. A		YES	NIL	31	0712	
25	40814	BRENYA GEORGINA	F	07-08-58	P. T. A		YES	NIL	32	0712	
26	52944	CECILIA ANSAH	F	24-03-67	P. T. A		YES	NIL	28	0712	
27	48873	NANA YAW	M	26-01-62	P. T. A		YES	NIL	30	0712	
28	9921	KASSIM SALIFU	M	01-03-55	P. T. A		YES	NIL	34	0712	
29	117242	AGYEIWA ASHA	F	01-12-61	P.T.A		YES	NIL	31	0712	
30	35064	AFRIYIE AGNES	F	29-10-59	S/K		YES	NIL	31	0712	
31	52642	AMPOMANSAH MARGARET	F	01-11-61	S.T.A		YES	NIL	34	0712	
32	11303	TIWAA CONSTANCE	F	24-06-65	S.T.A		YES	NIL	26	0712	
33	30787	OFORI MENSAH	M	07-06-56	S.T.A		YES	NIL	26	0712	
34	30820	OBENG MERCY	F	27-08-61	S.T.A		YES	NIL	26	0712	
35	30644	AGYEIWAA MARY	F	03-11-54	S.T.A		YES	NIL	26	0712	
36	30628	AGYEI KWABENA	M	12-10-62	S.T.A		YES	NIL	26	0712	
37	24705	OSUMANU SAETA	M	01-09-51	N/W/MAN		YES	NIL	26	0712	
38	30778	KWADWO GRUSHIE	M	02-03-56	N/W/MAN		YES	NIL	26	0712	
39	52301	YEBOAH MARY	F	01-07-60	P.T.A		YES	NIL	26	0712	
40	59003	VERONICA ACHEAMPONG	F	01-04-62	S.T.A		YES	NIL	26	0712	
41	115237	AGYEMANG PATRICIA	F	12-12-61	S.T.A		YES	NIL	26	0712	
42	31460	POKUA FAUSTINA	F	01-09-62	P.T.A		YES	NIL	31	0712	
43	53608	SUMA VICTORIA	F	12-04-59	P.T.A		YES	NIL	31	0712	
44	52604	AMANKWAH FELICIA	F	01-06-61	P.T.A		YES	NIL	30	0712	
45	26631	AMPONSAH ROSE	F	01-04-64	P.T.A		YES	NIL	26	0712	
46	30837	KYEREMEH RANSFORD	M	01-01-65	P.T.A		YES	NIL	26	0712	
47	7603	KPORVI WILLIAMS	M	01-07-55	P.T.A		YES	NIL	36	0712	
48	58939	BOADI EMMANUEL	M	05-05-60	P.T.A		YES	NIL	31	0712	
49	30688	ADDO JOSEPH	M	17-03-63	P.T.A		YES	NIL	26	0712	
50	20028	AYAMFUL JAMES	M	07-07-65	P.T.A		YES	NIL	26	0712	
51	59021	AWUKU STEPHEN	M	15-05-60	P.T.A		YES	NIL	26	0712	
52	120079	NTI KWASI	M	03-05-54	P.T.A		YES	NIL	26	0712	
53	7526	AJYEI KWABENA	M	02-08-52	P.T.A		YES	NIL	26	0712	
54	48881	EDWIN KUDZO ARYEE	M	19-05-57	P.T.A		YES	NIL	30	0712	

55	67666	OWUSU ANSAH PAULINA	M	08-02-52	P.T.A		YES	NIL	36	0712	
56	12400	LOVI EMMANUEL	M	01-09-50	S.T.A		YES	NIL	36	0712	
57	37939	TABUAA ELIZABETH	F	23-04-54	S.T.A		YES	NIL	36	0712	
58	37931	AYAWUNI FRAFRA	M	01-04-52	S.T.A		YES	NIL	41	0712	
59	30653	HENRY AGYEI	M	22-11-54	S.T.A		YES	NIL	26	0712	
60	30736	GYAMERA YAW	M	01-07-66	S.T.A		YES	NIL	26	0712	
61	30762	BOTA J. KUBA	M	23-07-60	S.T.A		YES	NIL	26	0712	
62	30695	KWAKU DARGATI	M	01-09-54	S.T.A		YES	NIL	26	0712	
63	30800	OSCAR OBUAH	M	18-07-52	S.T.A		YES	NIL	26	0712	
64	81636	FATAWUO AYANDOR	M	01-02-56	S.T.A		YES	NIL	27	0712	
65	30727	ATAA YAA	F	01-07-66	S.T.A		YES	NIL	26	0712	
66	46721	ADOWAA COMFORT	F	11-09-65	S.T.A		YES	NIL	27	0712	
67	30811	SAKYI JOHNSON	M	11-06-60	S.T.A		YES	NIL	26	0712	
68	619443	LYDIA SERWAA	F	01-03-74	T.A		YES	NIL	11	0712	
69	61938	MBA ABRAHAM	M	02-01-73	T.A		YES	NIL	11	0712	
70	59809	OSEI EBENEZER	M	31-08-64	T.A		YES	NIL	11	0712	
71	21812	ACHEAMPONG KWAKYE	M	26-08-51	L.D		YES	NIL	37	0712	
72	74703	MENSAH KOFI	M	04-03-55	A.L.D		YES	NIL	35	0712	
73	30680	OSEI OWUSU FRANCIS	M	10-05-59	S.T.A		YES	NIL	32	0712	
74	725294	TWUM K. GABRIEL	M	05-05-68	SUP.H.GAR		YES	NIL	44	0712	
75	30721	BEKOE CHRISTIANA	F	29-03-64	S.T.A		YES	NIL	25	0712	
76	72197	BOMO MARY	F	14-06-54	S.T.A		YES	NIL	32	0712	
77	47496	KONAMA GEORGINA	F	01-03-66	LAB.		YES	NIL	32	0712	
78	120046	AFOAKWA JOSEPH	M	02-06-61	L.D		YES	NIL	31	0712	
79	122797	KYEREMAA AGNES	F	14-07-57	S.T.A		YES	NIL	31	0712	
80	037922	FOSUAA MARGARET	F	28-08-56	S.T.A		YES	NIL	32	0712	
81	081637	AFFUL JULIANA	F	11-05-69	T.A		YES	NIL	13	0712	
82	119972	AGYEI JOHN	M	04-06-67	T.A		YES	NIL	28	0712	
83	047520	OFORI STEPHEN	M	12-04-62	T.A		YES	NIL	30	0712	
84	046198	KYERE DORA	F	11-04-63	T.A		YES	NIL	29	0712	
85	750632	EMMANUEL QUARTEY	M	29-03-73	TPY.GDI		YES	NIL	3	0712	
86	603348	ASAA VERONICA	M	12-10-83	SUP.H.GSRD.		YES	NIL	6	0712	
87	714170	BOSEA KWASI	M	01-04-69	GARDENE		YES	NIL	3	0712	
88	718835	ISAAC YEBOAH	F	15-04-83	GARDEN.		YES	NIL	3	0712	
89	728787	BENNEH K. DANIEL	M	14-04-79	GARDEN		YES	NIL	3	0712	
90	750728	ALEX KWASI TAKYI	M	15-09-82	C.T.A		YES	NIL	3	0712	
91	750682	ODETTE KISSIWAA	F	22-08-86	S.T.A		YES	NIL	3	0712	
92	030673	OSEI PAUL	M	27-06-59	T.A		YES	NIL	29	0712	
93	340762	AMPONSAH PHILOMENA	F	03-03-57	T.A		YES	NIL	32	0712	
94	045055	AKOSUA VIE	F	22-04-55	T.A		YES	NIL	29	0712	

95	020047	ATAMALE STEPHEN	F	02-05-68	T.A		YES	NIL	26	0712	
96	030617	ASUBONTENG CHRISTOPHER	F	24-01-60	P.T.A		YES	NIL	26	0712	
97	030664	NSIAH ALBERT	M	07-07-63	P.T.A		YES	NIL	26	0712	
98	72194	AMPONSAH SAMUEL	M	07-03-53	P.T.A		YES	NIL	34	0712	
99	48889	BADU AMPONSAH	M	03-03-57	P.T.A		YES	NIL	30	0712	
100	11335	STEPHEN GYAMFI	M	04-07-68	P.T.A		YES	NIL	23	0712	
101	40778	DAMOAH KWAME	M	09-04-58	P.T.A		YES	NIL	26	0712	
102	729628	ISSA SUMANI	M	20-05-55	GARDEN.		YES	NIL	3	0712	
103	767617	AMANKWAH MATHEW	F	27-09-71	T.A		YES	NIL	2	0712	
114	17701	EMELIA ADAM	F	28-04-54	C.T.A		YES	NIL	4	0712	
115	72303	COMFORT ANTWI	F	01-09-61	C.T.A		YES	NIL	34	0712	
116	122522	COMFORT OSEI	F	10-09-62	P.T.A		YES	NIL	31	0712	
117	30608	MMUA ELIZABETH	F	01-09-51	P.T.A		YES	NIL	26	0712	
118	117314	SULLEY ALI	M	01-07-60	P.T.A		YES	NIL	28	0712	
114	30712	NUAMAH SIMON	M	07-07-66	P.T.A		YES	NIL	26	0712	
115	725261	OSEI B.DOMINIC	M	24-06-85	LAB.		YES	NIL	4	0712	
116	725265	AWIETAY VICTORIA	F	19-10-82	LAB.		YES	NIL	4	0712	
117	739676	SHAIBU MORO	M	01-07-80	LAB.		YES	NIL	3	0712	
118	72194	AMPONSAH SAMUEL	M	07-03-55	C.T.A		YES	NIL	34	0712	
119	48889	AMPONSAH BADU	M	03-03-57	S.T.A		YES	NIL	30	0712	
120	11335	STEPHEN GYAMFI	M	04-07-68	S.T.A		YES	NIL	23	0712	
121	40778	DAMOAH KWAME	M	09-04-58	S.T.A		YES	NIL	26	0712	
122	729628	ISSA SUMANI	M	01-07-55	GARDEN.		YES	NIL	3	0712	
123	768641	BEATRICE ANANE YEBOAH	F	13-08-63	GARDEN.		YES	NIL	2	0712	

STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS-CENTRAL REGION

NO	STAFF ID	NAME	SEX	D.O.B	GRADE	DIRECTORATE/ UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATED LEAVE	NO.OF <u>YRS.@CURRENT</u> DEPARTMENT	PAYROLL NO.	REMARKS
1	16394	ARTHUR BENYIN	M	07-06-62	S. L. D		YES	NIL	18	0313	
2	115873	JOHN KOTEI	M	06-02-66	S E. O		YES	NIL	28	0313	
3	110318	HANNA ANKU	F	06-06-62	A L. D I		YES	NIL	28	0313	
4	43370	SARAH AIDOO	F	23-10-53	A.L.D.II		YES	NIL	43	0313	
5	65531	ANTHONY MENSAH	M	05-02-62	P.T.A		YES	NIL	28	0313	
6	105660	OBO KOFI	M	10-02-54	S.T.A		YES	NIL	34	0313	
7	68846	FELICIA BAIDOO	F	15-05-54	S.T.A		YES	NIL	31	0313	
8	127218	VICTORIA CRENTSIL	F	11-10-55	S.T.A		YES	NIL	31	0313	
9	68308	KORANG MERCY	F	12-11-58	S.T.A		YES	NIL	34	0313	
10	645091	FAUSTINA DANQUAH	F	12-04-82	S.T.A		YES	NIL	5	0313	
11	645095	VIVIAN KOTEI	F	01-06-63	T.A		YES	NIL	5	0313	

12	646030	SARAH DAWSON	F	03-01-85	T.A		YES	NIL	5	0313	
13	730976	SAM STEPHEN	M	03-03-85	T.A		YES	NIL	3	0313	
14	121553	ELIZABETH NYARKO	F	01-01-54	T.A		YES	NIL	34	0313	
15	43997	PANYIN ATTA	M	04-08-62	T.A		YES	NIL	28	0313	
16	43648	QUANOO ELIZABETH	F	25-09-61	T.A		YES	NIL	28	0313	
17	42265	ESSON KOFI	M	03-10-59	T.A		YES	NIL	28	0313	
18	41241	ANTOBAM AMA	F	01-06-55	T.A		YES	NIL	28	0313	
19	41232	BLANKSON LYDIA	F	02-01-58	T.A		YES	NIL	28	0313	
20	115914	KOOMSON MARGARET	F	01-01-55	T.A		YES	NIL	28	0313	
21	34762	ISAAC ADIOO	M	05-05-64	T.A		YES	NIL	28	0313	
22	34744	ONYAM JOSEPH	M	04-06-62	T.A		YES	NIL	28	0313	
23	72994	BENTUM KODWO	M	01-04-63	T.A		YES	NIL	31	0313	
24	648724	AKWETEY SOUZZEY	M	01-11-07	SUP.H.G		YES	NIL	5	0313	
25	49196	OWUSU PAUL	M	03-03-62	P.T.A		YES	NIL	29	0313	
26	49172	AGYIR ALEX	M	10-05-63	P.T.A		YES	NIL	28	0313	
27	101419	JOHN MENSAH	M	09-04-62	P.T.A		YES	NIL	29	0313	
28	32066	ARTHUR FRANCIS	M	09-05-67	P.T.A		YES	NIL	28	0313	
29	24568	BAIDOO EUNICE	F	20-09-84	P.T.A		YES	NIL	28	0313	
30	49164	MENSAH ALFRED	M	01-02-62	P.T.A		YES	NIL	28	0313	
31	49164	NKRUMAH ELIZABETH R	F	07-04-86	P.T.A		YES	NIL	6	0313	
32	52203	BUAMAH GRACE	F	01-01-58	A.L.D.II		YES	NIL	28	0313	
33	35015	FYNN ROSINA	F	01-06-54	A.L.D.II		YES	NIL	28	0313	
34	34879	GYIMAH EMMANUEL	M	07-04-55	A.L.D.II		YES	NIL	28	0313	
35	61760	ADARKWA ERIC OFOSU	M	16-07-68	SUP.H.G		YES	NIL	11	0313	
36	730643	JANET NYARKO	F	24-06-68	T.A		YES	NIL	3	0313	
37	4347	EMMA DAVIS	F	01-04-57	A.L.D.II		YES	NIL	28	0313	
38	75800	DEBORA NYARKO	F	02-03-61	T.A		YES	NIL	34	0313	
39	110338	GEORGE ADDISION	M	20-05-56	T.A		YES	NIL	28	0313	
40	74246	DORVI G.Y	M	07-09-53	A.L.D.II		YES	NIL	31	0313	
41	12408	MORGAN AHMED	M	26-12-54	P.T.A		YES	NIL	29	0313	
42	35408	ACKOM JOYCE	F	02-09-59	A.L.D.II		YES	NIL	28	0313	
43	116506	QUARTIEY GRACE	F	11-06-63	A.L.D.II		YES	NIL	28	0313	
44	491148	DARKOAH TWI THERESA	F	19-06-56	A.L.D.II		YES	NIL	28	0313	
45	44425	KOJO QUAINOO	M	30-08-58	T.A		YES	NIL	28	0313	
46	47862	COMFORT ARHINFUL	F	25-05-59	P.T.A		YES	NIL	31	0313	
47	30754	EYISON DANIEL	M	02-03-63	T.A		YES	NIL	-	0313	
48	64528	DONKOR ISAAC	M	11-06-60	P.T.A		YES	NIL	32	0313	
49	66305	MONICA MORRIS	F	03-02-55	T.A		YES	NIL	30	0313	
50	67778	REBECCA MOSES	F	24-02-60	A.L.D.II		YES	NIL	32	0313	
51	38073	ADDISON EVA	F	02-09-58	S.T.A		YES	NIL	31	0313	

52	771395	OBENG ASIAMAH YAW	M	30-04-81	A.L.D.II		YES	NIL	2	0313	
53	771381	KOJO BOATENG	M	09-01-80	S/H/G		YES	NIL	2	0313	
54	771375	EMMANUEL TAWUAH	M	04-04-87	T.A		YES	NIL	2	0313	
55	771362	MARY KYEI	F	10-10-65	T.A		YES	NIL	2	0313	
56	771389	ALEX OSAFO	M	07-10-86	A.L.D.II		YES	NIL	2	0313	

STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS-WESTERN REGION

NO	STAFF ID	NAME	SEX	D.O.B	GRADE	DIRECTORATE/ UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATED LEAVE	NO.OF YRS.@CURRENT DEPARTMENT	PAYROLL NO.	REMA
1	107669	PERPETTUAL ADOKOH	F	19-04-57	S.L.D		YES	NIL	30	0408	
2	113130	NAOMI DADSON	F	27-09-69	STERN.GDII		YES	NIL	10	0408	
3	113094	KWAME ESHUN	M	09-08-62	P.T.A		YES	NIL	27	0408	
4	101063	MENSAH JOSEPH	M	22-11-52	A.L.D.I		YES	NIL	31	0408	
5	9443	ESTHER QUARSHIE	F	02-04-54	S.T.A		YES	NIL	31	0408	
6	122025	BOO EKOW	M	15-12-57	S.T.A		YES	NIL	31	0408	
7	381940	CUDJOE FRANCIS	M	01-12-57	T.A		YES	NIL	35	0408	
8	116317	FURGERSON FRANCIS	M	09-03-65	T.A		YES	NIL	26	0408	
9	116246	KWOFIE JOHN	M	10-02-66	S.T.A		YES	NIL	26	0408	
10	116227	ANKOBA EGYA KUMI	M	07-03-54	T.A		YES	NIL	26	0408	

11	116220	COBBINAH JOSEPH	M	30-03-66	T.A		YES	NIL	27	0408	
12	34826	TWEWNWBOAH KOFI	M	02-02-66	S.T.A		YES	NIL	25	0408	
13	34817	ACCKERSON MARGARET	F	09-02-61	S.T.A		YES	NIL	26	0408	
14	112415	CHALLOTTE ESHUN	F	23-04-51	P.T.A		YES	NIL	26	0408	
15	113350	AWUSI ABOR	M	11-02-57	S.T.A		YES	NIL	27	0408	
16	113314	MENSAH VIDA	F	34-02-60	S.T.A		YES	NIL	26	0408	
17	113212	DOUGHAN EBENEZER	M	09-11-64	S.T.A		YES	NIL	26	0408	
18	121294	COBBINAH PAUL	M	13-09-66	S.T.A		YES	NIL	26	0408	
19	78436	MARY MENSAH	F	06-05-59	S.T.A		YES	NIL	31	0408	
20	77146	KOJO MENSAH	M	03-03-64	T.A		YES	NIL	25	0408	
21	95946	ELIZABETH DUMCAN	F	13-11-52	S.H.G		YES	NIL	26	0408	
22	11205	OSUMANU IBRAHIM	M	26-10-64	S.H.G		YES	NIL	10	0408	
23	112912	SEIDU FUSEINI	M	03-02-67	S.T.A		YES	NIL	26	0408	
24	113025	NSARKO SAMPSON	M	13-07-63	P.T.A		YES	NIL	27	0408	
25	30637	VERONICA BOATENG	F	13-11-65	A.L.D.II		YES	NIL	26	0408	
26	728569	MARTHA MINTA	F	17-01-87	T.A		YES	NIL	3	0408	
27	728601	MICHEAL DONKOH	M	28-11-86	T.A		YES	NIL	3	0408	
28	728662	ROBERT DWUNAH	M	20-08-85	T.A		YES	NIL	3	0408	
29	728652	STELLA BANKESIE	F	15-06-78	T.A		YES	NIL	3	0408	
30	57886	MAMUDA IBRAHIM	M	04-01-71	S.H.G		YES	NIL	10	0408	
31	74759	JOHN ASMAH	M	21-04-52	S/K		YES	NIL	39	0408	
32	763714	ELIZABETH BOTCHWAY	F	21-04-87	A.L.D.II		YES	NIL	2	0408	
33	768717	OCLOO ESTHER	F	06-07-87	T.A		YES	NIL	2	0408	
34	763719	ANAN CHRISTIANA	F	11-03-83	T.A		YES	NIL	2	0408	
35	113323	MOSES REBECCA	F	28-07-56	S.T.A		YES	NIL	26	0408	
36	126388	TWENEBOAH K. AGYINA	M	11-12-60	P.L.D		YES	NIL	26	0408	
37	62558	YEBOAH ESTHER	F	26-11-53	P.T.A		YES	NIL	31	0408	
38	110366	DANSOWAH REGINA	M	05-02-66	P.T.A		YES	NIL	31	0408	
39	57880	ISSIFU IBRAHIM		04-01-75	S.H.G		YES	NIL	11	0408	
40	121305	MAMA MUSAH		02-06-62	S.H.G		YES	NIL	27	0408	

STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS-NORTHERN REGION

NO	STAFF ID	NAME	SEX	D.O.B	GRADE	DIRECTORATE/ UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATED LEAVE	NO.OF YRS.@CURRENT DEPARTMENT	PAYROLL NO.	REMA
1	23623	ALICE B. BAWA	F	10-03-56	L.D		YES	NIL	35	0813	
2	607745	MOHAMMED ALHASSAN	M	20-02-78	A.L.D.II		YES	NIL	6	0813	
3	47061	ABDULAI ASUMAH	M	10-05-57	C.T.A		YES	NIL	32	0813	

4	79116	MOHAMMED SALIFU	M	10-10-53	A.C.T.A		YES	NIL	35	0813	
5	79116	SHEINI YAKUBU	M	05-10-53	A.C.T.A		YES	NIL	38	0813	
6	79120	ALHASSAN SHEINI	M	12-07-52	JNR.FOREMAN		YES	NIL	42	0813	
7	67320	YAKUBU LAMISI	F	12-11-65	P.T.A		YES	NIL	31	0813	
8	71623	MOHAMMED FATIMA	F	30-11-74	T.A		YES	NIL	13	0813	
9	43426	MAHAMA JAMES	M	12-11-56	H.WATCHMAN		YES	NIL	10	0813	
10	83647	MOHAMMED ISSA B.	M	12-11-52	WATCHMAN		YES	NIL	10	0813	
11	635590	FUSHEINI ABIBA	F	16-07-64	S.T.A		YES	NIL	5	0813	
12	635607	MOHAMMED ABAS	M	15-06-75	H.LAB.		YES	NIL	5	0813	
13	607769	YAKUBU NEIDOW	M	15-01-70	H.LAB.		YES	NIL	6	0813	
14	687488	IMORO MOHAMMED	M	18-0271	LABOURER		YES	NIL	4	0813	
15	718232	BABA SANDOW	M	15-07-76	LABOURER		YES	NIL	3	0813	
16	718304	ISSAHAKU AMINU	M	07-03-82	T.A		YES	NIL	3	0813	
17	718274	ANATU ABDALA	F	01-03-78	T.A		YES	NIL	3	0813	
18	767359	ADAM ABDUL-KARIM	M	01-02-88	GARDENER		YES	NIL	2	0813	
19	770127	MAHAMA WUMBEI	M	20-05-73	GARDENER		YES	NIL	2	0813	

STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS-UPPER WEST REGION

NO	STAFF ID	NAME	SEX	D.O.B	GRADE	DIRECTORATE/ UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATED LEAVE	NO.OF YRS.@CURRENT DEPARTMENT	PAYROLL NO.	REMA
1	104782	GILBERT APINDINA	M	29-11-67	S.L.D		YES	NIL	16	1248	
2	78709	AYAA SEIDU	F	02-09-64	P.T.A		YES	NIL	28	1248	
3	24089	ADOLEE JANE	F	01-01-67	P.T.A		YES	NIL	28	1248	
4	75708	KASSIM ABUBAKARI	M	01-07-53	P.T.A		YES	NIL	36	1248	
5	62837	YUSSIF TIPANYE	M	14-11-67	P.T.A		YES	NIL	11	1248	
6	62827	EMMANUEL ATIAH	M	07-03-73	P.T.A		YES	NIL	11	1248	

7	85848	DORDAA AUGUSTINA	M	24-08-73	P.T.A		YES	NIL	11	1248	
8	62832	ZAATO PATRICIA	F	04-06-62	P.T.A		YES	NIL	11	1248	
9	59482	MOHAMMED SAANI	M	02-02-59	S.T.A		YES	NIL	11	1248	
10	59476	ALFREDINA KOGH	M	07-10-73	S.T.A		YES	NIL	10	1248	
11	139449	IDDRISU HUUDI	M	26-01-79	S.T.A		YES	NIL	10	1248	
12	59470	VICTOR YENLE	M	24-07-58	P.T.A		YES	NIL	10	1248	
13	077977X	GODWIN ADUA	M	13-03-54	S.L.D		YES	NIL	10	1248	
14	13085	BUKARI TALATA	F	12-07-59	P.T.A		YES	NIL	32	1248	

STAFF LIST OF DEPARTMENT OF PARKS AND GARDENS-UPPER EAST REGION

NO	STAFF ID	NAME	SEX	D.O.B	DATE OF 1ST APPOINTMET	DIRECTORATE/ UNIT	ANNUAL LEAVE TAKEN YES/NO	ACCUMULATED LEAVE	NO.OF YRS.@CURRENT DEPARTMENT	PAYROLL NO.	REMA
1	66709	DONNIYONG GERDON	M	30-09-56	P.L.D		YES	NIL	32	043	
2	115735	APEKERA P. E	F	01-07-54	L.D		YES	NIL	37	043	
3	52649	ASIISA JOHN	M	15-06-60	C.T.A		YES	NIL	33	043	
4	45252	GEORGINA ABOASE	F	24-11-51	L.D		YES	NIL	37	043	
5	-	ATINDANA A	F	20-12-57	C.T.A		YES	NIL	37	043	
6	67612	SEIDU JANET	F	15-09-52	C.T.A		YES	NIL	34	043	
7	68126	ADUA ESTHER	F	22-02-66	P.T.A		YES	NIL	34	043	
8	23570	ATASIMA CHRISTIANA	F	01-07-67	P.T.A		YES	NIL	37	043	
9	23476	ABOLGA MARGARET	F	20-03-52	P.T.A		YES	NIL	37	043	
10	28551	SAMUEL ADAGKARA	M	10-07-64	P.T.A		YES	NIL	10	043	
11	79055	AKINAJEI GYEMFEI	M	01-07-54	P.T.A		YES	NIL	27	043	
12	12975	ASIBI SALIFU	M	04-06-60	P.T.A		YES	NIL	28	043	
13	42500	ADAMU MOSES	M	02-06-60	P.T.A		YES	NIL	28	043	
14	21036	ABII MARY	F	01-07-55	S.T.A		YES	NIL	31	043	
15	59992	AYAMGA ALANGRE	M	01-07-52	S.T.A		YES	NIL	33	043	
16	37974	AMOAH AKUGRE	M	01-07-53	S.T.A		YES	NIL	33	043	
17	119131	AYINMIBA MARY	F	26-10-80	S.T.A		YES	NIL	9	043	
18	78790	ABAYETE JOHN	M	01-07-54	S.T.A		YES	NIL	41	043	
19	21023	ATEMBIRE AYENBILA	M	01-07-63	S.T.A		YES	NIL	31	043	
20	54293	AZEKA VERONICA	F	01-07-64	S.T.A		YES	NIL	30	043	
21	116878	ASUGBE ABKISI	M	06-05-51	S.T.A		YES	NIL	32	043	
22	13021	AKANTUSICHAB ROSE	F	01-06-60	S.T.A		YES	NIL	32	043	
23	83773	ALEKIYA ABANE	M	01-07-56	T.A		YES	NIL	11	043	

24	86753	ADOMBILA AGERORA	M	01-10-81	T.A		YES	NIL	11	043	
25	64697	ADUMPOKA GLADYS	F	16-10-77	T.A		YES	NIL	11	043	
26	60507	GARIBA EVELYN	F	01-07-68	T.A		YES	NIL	10	043	
27	45645	ASUMBALA LYDIA	F	04-06-65	T.A		YES	NIL	9	043	
28	13728	ADOORE AZUURE	M	01-10-50	T.A		YES	NIL	4	043	
29	695533	ADONGO JANET	F	24-04-82	CH. H.W.L		YES	NIL	4	043	
30	395557	AYINMIBA FELICIA	F	18-07-88	CH.H.W.L		YES	NIL	4	043	
31	695637	MOHAMMED ABASS	M	1809-85	CH.H.M.L		YES	NIL	4	043	
32	695672	ABUGBERI DEMENT	M	14-03-75	CH.H.M.L		YES	NIL	4	043	
33	695590	ABAGNA BABA	F	01-10-68	H. MAN		YES	NIL	4	043	
34	695613	AKOLGO THERESA	F	03-11-68	H. MAN		YES	NIL	4	043	
35	695692	ADONGO ROBERT	M	01-07-76	H. MAN		YES	NIL	4	043	
36	695712	ALEKIYA AGANA	M	01-08-68	H. MAN		YES	NIL	4	043	
37	695751	ABOYINAM ADOBIRE	M	02-02-78	H.MAN		YES	NIL	2	043	
38	765055	REGINA ABOLINEREBE	F	05-05-77	GARDENER		YES	NIL	2	043	
39	765061	ABDUL K. ZENKIRDOU	M	08-11-68	GARDENER		YES	NIL	2	043	
40	765094	APOLNYA MAHAMA	M	02-01-85	GARDENER		YES	NIL	2	043	
41	765094	AMAANA ATAANYE P.	M	30-05-85	GARDENER		YES	NIL	2	043	
42	765078	ABANIALIE ANYISIKILO	F	15-01-78	GARDENER		YES	NIL	2	043	

Head of MDA (NAME) ;..... Signature:..... Date.....

APPENDIX "A2"

HR DEPARTMENT OF PARKS AND GARDENS

MNINSTRY OF LOCAL GOVERNMENT (DEPARTMENT OF			TOTAL
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PARKS AND GARDENS)	MALE	FEMALE	
Department of Parks and Gardens	476	315	791
TOTAL	476	315	791

APPENDIX "A3"

TRAINING AND DEVELOPMENT

(i) SCHEME OF SERVICE RELATED TRAINING PROGRAMMES 2011 (SERVICE WIDE)

NAME OF OFFICER	SEX	COURSE OF STUDY	DURATION	INSTITUTION	FUNDING	PAID/UNPAID
NIL						

(ii) COMPETENCY BASED TRAINING UNDERTAKEN IN 2011.

NAME OF OFFICER	SEX	COURSE OF STUDY	DURATION	INSTITUTION	FUNDING	PAID/UNPAID

(iii)

ACADAMIC TRAINING PROGRAMMES

NAME OF OFFICER	SEX	COURSE OF STUDY	DURATION	STAGE	INSTITUTION	FUNDING	LEAVE
						SELF/GOG/SCHOLARSHIP	WITH/WITHOUT PAY

NIL							
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e. PROMOTION UNDERTAKEN

NAME OF OFFICER	SEX	PREVIOUS GRADE	PROMOTED TO	NOTIONAL DATE OF PROMOTION	EFFECTIVE DATE OF PROMOTION
Nantogma Adam Wumbei	Male	Snr.Hort. Officer	Prin. Hort. Officer	1 st Jan. 2008	1 st Jan. 2011

F. POSTING UNDERTAKEN

NAME OF OFFICER	SEX	OFFICER GRADE	POSTING FROM	EFFECTIVE DATE OF POSTING	REMARKS
Oboni Janet	Female	Landscape Designer	Accra	14 th February, 2012	

g. RECRUITMENT UNDERTAKEN

NAME OF	SEX	STAFF NO.	

OFFICER			NEW				SECONDMEN
			YES/NO	NAME OF OFFICER REPLACED	M/F	STAFF NO.	FROM WHICH ORGANIZATION
Fuseina Haruna	F	812597		Batong Hor GF	M	55251	
Amankwaa Joseph	M	802677		Fatawu Ayandor	M	81636	
Sara Mensah	F	843702		Mary Yeboah	F	52301	
Osei Rockson	M	804852		Osei Owusu Francis	M	30680	

h. STAFF WHO LEFT THE SERVICE

NAME	SEX	REASON				
		RETIREMENT DATE	RESIGNATION DATE	DISMISAL DATE	DEATH DATE	OTHER DATE
Kwakye Acheampong	Male	26/08/11				
Elizabeth Mmua	Female	29/08/11				
Sulley Ali	Male	30/09/11				
Ayawuni Frafra	Male	30/09/11				
Kweku Dagarti	Male	20/09/11				
Sarah Dawson	Female	04/06/11				
Janet Mantebea	Female	08/10/11				
Henry Adonndah	Male		20/09/11			
Bandawogo Dauda	Male				08/10/11	
Emma Eserman Fiah	Male	11/10/11				
Abdulai Busanga	Male	15/07/11				
Stanley Nyadzi	Male	15/07/11				
Samuel Nortey	Male				29/03/11	
Juliet Tawiah	Female	24/06/11				
Haruna Labaran	Male		30/06/11			
Mathew Addae	Male				04/08/11	

Esther Oseinah	Female	01/08/11				
Kassim Abubakar	Male				04/05/11	
Gilbert Apindina	Male				02/07/11	
Clement Amuzu	Male		01/08/11			
Peter Boakye	Male	05/05/11				
Rebecca Afeatse	Female	17/04/11				
Mercy Bamini	Female	03/04/11				
Kwadwo Asante	Male	30/04/11				
Prosper Anyomi	Male		01/08/11			
Kotei D. Neequaye	Male	16/08/11				
Dickson Kunon	Male	24/02/12				
Charles Kyei Poku	Male	24/08/12				
Bukari Abdulai	Male	31/03/2011				
Batong Hor G.F	Male				07/06/11	
Mary Yeboah	Female	01/09/11				

0APPENDIX “A4”

S/N	ORGANISATION	POLITICAL HEAD	DEPUTY POLITICAL HEAD	ADMINISTRATIVE HEAD
	Department of Parks and Gardens			Nantgma Adam Wumbei

APPENDIX B “2”

HIGHLIGHTS OF SECTOR INSTITUTIONS ACHIEVEMENTS

INSTITUTION	TARGET/OBJECTIVES	EXPECTED OUTPUT	ACTUAL RESULTS	CHALLENGES/REMARKS
DEPARTMENT OF PARKS AND GARDENS	Developing and Promoting effective landscape beautification in Cities and Towns and in the homes.	Ensures beautification and good environment for healthy growth.	The awareness creation is on the ascendancy	
	Maintain and sustain the landscape beauty of the Built and natural environment with effective management systems.	Create a clean and beautiful environment for human habitation.	Road Medians, Road shoulders and all Roundabouts well maintained.	
	Propagation of horticultural products-fruit trees, vegetables and ornamental plants for sale to the public.	Revenue generation (I.G.F).	Employment of more people to earn income with the increase in plant production to meet our sets targets.	

	Provide horticultural education, training and extension services to the public and private organizations including students from schools.	Awareness creation in horticulture.	Twenty-five (25) schools visited the nursery last year.	
	Provision of Consultancy Services to the Government and other stakeholders in the field of horticulture.	Revenue generation.	More Government institutions covered last year.	
	Making of wreaths wedding bouquet for sale to the public.	Revenue generation	Last year our I.G.F increased in this area.	
	Maintenance of the Castle gardens, State House Gardens and other VVIP grounds including Peduase lodge.	Enhancing the environment	All landscape areas at the Castle and Statehouse well maintained.	
	Cultivation and Conservation	Enhancing the	Over thousand plant-species	

	of medicinal and aromatic plants. The identification of rare and threatened plant species and seeing to their multiplication.	environment.	were identified	
	Establishment of a Biodiversity Database – In May, 2009, the Department in collaboration with the Botanic Department of University of Ghana and other stakeholders successfully established the Biodiversity Information facility (Ghana B.I.F).	Enhancing the environment.	In 2010, 450 plant species out of 1742 target plant species of the Gardens at Aburi had been identified	
	Supply of tree seedlings to schools for planting. So as to make students cultivate the habit of tree planting.	Beautifying the environment	750 schools were supplied with tree seedlings in 4 regions. 30 schools came from Greater Accra region.	

APPENDIX C1

PART FOUR (4) FINANCIAL PERFORMANCE

A. NAME OF MINISTRY: DEPARTMENT OF PARKS AND GARDENS

SOURCE	2010			2011		
	APPROVED BUDGET	ACTUAL RECEIPTS	ACTUAL EXPENDITURE	APPROVED BUDGET	ACTUAL RECEIPTS	ACTUAL EXPENDITURE
	125,954.60	82,116.85	82,116.85	144,514.00	66,339.69	66,339.69

B. COMMENTS ON FINANCIAL PERFORAMNE

FINANCIAL PERFORMANCE

VARIANCE 2010		VARIANCE 2011		REMARKS
ACTUAL RECEIPTS	ACTUAL EXPENDITURE	ACTUAL RECEIPTS	ACTUAL EXPENDITURE	
82,116.85	82,116.85	66,339.69	66,339.69	INVESTMENT EXPENDITURE NOT FULLY INCURRED DUE TO LATE EXERCUTION

PART SIX (6) CHALLENGES/MITIGATION STRATEGY

CHALLENGES	PRIOTY LEVEL (H,M,L)	EXPECTED OUTPUT	MITIGATION STRATEGIES
1. Inadequate Labour force. Majority of the staff are old and because we cannot recruit but can only replace production is bound to fall.	H		To replace with hard working young ones as the old ones go on compulsory retirement.
2. Inadequate funding from the Central Government to meet our needs like tools and equipment.	M		The department is currently negotiating with Parliament and M.O.F for the retention of part of her I.G.F.
3. Lack of vehicles like water tankers to water our green areas during the off-season.	M		We have written to some N.G.O.S for assistance.
4. Problem of vandalism and stray animals on our road medians and road shoulders thus destroying landscaped areas in the cities and towns.	M		We have embarked on educating the general public on the need for us to protect our green areas. This is done through collaboration with the communities in tree planting exercises.

BIRTHS AND DEATHS REGISTRY

STAFF LIST OF BIRTHS AND DEATHS REGISTRY

HEAD OFFICE

S/N	NAME	SEX	DATE OF BIRTH	STAFF NO.	GRAD E	POSTIN GS	PAYROLL NO.	REMARKS
1	Albert Anthony Ampong	M	18/11/52	575	RBD	Accra	AA347	
2	Ignatius A. Faibi	M	12/3/1958	46410	DRBD	“		
3	Kingsley A. Addo	M	6/7/1960	31805	PAR.	“		
4	Salomey Braimah	F	5/11/1976	701655	AR	“		
5	Edward Norteye	F	22/04/1970	701661	AR	“		
6	Seth Bosompem Kissi	M	25/11/1976	69205	AR	“		
7	John Kweku Sampson	M	30/3/1955	6435	SRO	“		
8	William Jonathan Randolph	M	19/11/1954	44600	SRO	“		
9	Susana Benice Kwapong	F	27/7/1953	78825	SRO	“		
10	Yaw Louis Cobbinah	M	7/3/1957	116375	SRO	“		
11	Emmanuel Nortey Botchway	M	14/11/1972	69819	SRO	“		
12	Manasseh T. Amoatey	M	20/12/1974	116375	ARO	“		
13	Joseph Appiah	M	8/1/1975	6981	ARO	“		
14	Georgina Samlafo	F	5/3/1973	14589	ARO	“		
15	Matilda Ofosu	F	26/3/1979	9825	ARO	“		
16	Victor S. Abordo	M	18/12/1976	69816	ARO	“		
17	Daniel Agbo	M	29/7/1969	98952	RO	“		
18	Cynthia Larbi	F	11/9/1974	45135	ARO	“		
19	Ben A. Coker	M	20/5/1951	45135	CEO	“		
20	George Lartey	M	15/6/1964	37652	Asst. Storekepf.	“		
21	Mabel Marian Attah	F	9/4/1955	51997	Typist	“		
22	John K. Boafor	M	6/10/1953	74540	Typist	“		

23	Cynthia Osafo	F	10/8/1958	36530	Typist	“		
24	Rahinatu Sulemana	F	1/8/1979	36530	Typist	“		
25	Elizabeth Ansomah	F	13/10/1953	34772	Typist	“		
26	Samuel Otoo Annorbah	M	24/4/1963	65917	Labourer	“		
27	Mercy Anokwah	F	1/7/1954	52798	SEO	“		
28	John Tackie Okai	M	25/2/1970	72574	SEO	“		
30	Seidu Kardo	M	1/7/1955	130061	N.Watchman	“		
31	Salifi Nassan-Adam	M	24/12/1970	52798	N.Watchman	“		
32	Joana Odofoley Nortey	F	3/7/1974	72798	Cleaner	“		
33	Ebenezer Ayisah_Mintah	M	8/8/1954	7141	SRO	“		
34	Victor Kow Amegah-Okvir	M	31/10/57	57666	SRO	“		
35	Michael Mingle	M	1/1/1976	1195	SEO	“		
36	Moses D. Ali	M	3/4/1953	59027	R.O	“		
37	Theophilus Obeng-Aryeh	M	18/4/1975	1195	RO	“		
38	Doris Tetteh	F	22/1/1984	649622	RA GD. I	“		
39	Eunice Charway	F	3/10/1975	1267	HEO	“		
40	Nancy Teoku	F	31/10/1961	78427	Snr. Typist	“		
41	Benjamin Andah	M	1/1/1960	713276	Driver Gd. 3	“		
42	Claremond Kartey	F	1/1/1960	978	SEO	“		
43	Grace Tetteh	F	22/04/1970	81009	SEO	“		
44	Nicholas Appiah	M	1/7/1977		RO	“		
45	Juliet Ofosuah	F	22/9/1982		ARO	“		

Head of MDA; - ANTHONY ALBERT AMPONG

Grade; - REGISTRAR

Signature

Date.....

HR DISTRIBUTION (SECTOR)

AGE DISTRIBUTION	NUMBER OF STAFF		TOTAL
	MALE	FEMALE	
20-25			
26-30		1	1
31-35	5	4	9
36-40	6	3	9
41-45	1	1	2
46-50	3	2	2
46-50		1	4
51-55	7	4	11
56-60	5	2	7
Staff on Contract	Nil	Nil	Nil

Age Distribution

APPENDIX "A3"

h. Staff who left the Service

NAME	SEX	STAFF NO.	GRADE	REASON	DATE
Eric Nii Bortey	M	44644	RO	Death	2011
Roger Danso	M	72991	RA1	Death	2011
Esther Essilfie	F	36414	SRO	Death	2011
Josephine S. Wiafe	F	261320D	ARO	Death	2011
Kwaku Abongo	M	70877	RA II	Death	2011
Comfort Annan	F	120211	RO	Retirement	2011
Charlotte Amoah	F	52669	RO	Retirement	2011
Celistine Z-Attipoe	F	36884	PRO	Retirement	2011
Ahmed Alhassan Imoro	M	72176	ARO	Retirement	2011
John M. Mensah	M	240915A	SRO	Retirement	2011
Manasseh T. Amoatey	M	116375	SRO	Vacation of Post	2011

*** Column 5 (Reasons)**

- Compulsory Retirement
- Voluntary Retirement
- Vacation of Post
- Death
- Dismissal
- Resignation
- Premature Retirement
- Transfer

ADMINISTRATIVE HEADS OF DEPARTMENTS AT NATIONAL LEVEL

S/N	DEPARTMENT	NAME	SECTOR MINISTRY
	Births and Deaths Registry	Anthony Albert Ampong	Ministry of Local Government and Rural Development

PART THREE(3) Programme Delivery

Name of MDA/DEPT.

10 key/ top commitments	Results/achievements	Relation to GPRSII component	Relation to Presidents Priority for 2011
1. Build the capacity of Births and Deaths Registry.	1. 125 Volunteers/National Service Personnel and registration Assistants were trained on Births and Deaths Registration issues.	1. Improve Births and Deaths Registration coverage	1. Developing Human resource for National Development
2. Establish Registration Centres in rural Communities	2. 45 Registration Centres were established in 10 rural communities.	2. Improve Births and Deaths Registration coverage	2. Developing Human resource for National Development
3. Establish Community Population Registers in rural communities.	3. 50 Community Population Registers were established in 10 rural communities	3. Improve Births and Deaths Registration coverage	3. Developing Human resource for National Development
4. Purchase and install Computers and	4. Procurement processes for the supply and installation	4. Improve Births and Deaths Registration	4. Developing Human resource for National Development

Accessories.	of Computers and Accessories were completed awaiting release of funds.	coverage	
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Part Four (4): Financial performance

A. Name of Department: Births and Deaths Registry

Source	2010			2011		
	Approved Budget	Actual Receipts	Actual Expenditure	Approved Budget	Actual Receipts	Actual Expenditure
GOG	GH ¢ 2,859,311.00	GH ¢ 3,750,206.00	GH ¢ 3,750,206.00	GH ¢ 2,659,384.00	GH ¢ 2,227,026.00	GH ¢ 2,227,026.00
IGF	-	888,998.00	-	-	1,738,441.00	-
Dev't Partners (UNICEF)	330,518.00	330,518.00	330,518.00	359,277.58	359,277.58	359,277.58
Common Fund	66,666.25	66,666.25	66,666.25	40,864.00	40,864.00	40,864.00
Other (Statistical Service)				2,350.00	2,350.00	2,350.00
	3,256,495.25	4,145,493.25	3,256,495.25	3,061,875.58	4,800,316.58	3,061,875.58

B. Comments on Financial Performance

Eg.

- Budget Preparations
- Procurement Planned & Implemented
- Releases from MOFEP

- Audit Reports
- Others

FINANCIAL PERFORMANCE

Variance (2010) GH ¢		Variance (2011) GH ¢		Remarks
Actual Receipt	Actual Expenditure	Actual Receipt	Actual Expenditure	
3,495,717.98	3,495,717.98	2,141,171.70	2,141,171.70	
116,279.36	116,279.36	52,705.77	52,705.77	
19,768.26	19,768.26	33,148.75	33,148.75	
118,440.79	118,440.79	-	-	

REVENUE MOBILISATION/GENERATION

DISTRICT/DEPT.	COMMON FUND		INTERNALLY GENERATED FUNDS		DEVELOPMENT PARTNERS ETC.		NGOs ETC.	*OTHER FUNDS	DISTRICT /DEPT. TOTAL
	2010	2011	2010	2011	2010	2011			
Births and Deaths Registry	66,666.25	40,864.00	888,998.00	1,738,441.00	330,518	359,277.58	-	2,350.00	
									100%

OTHER FUNDS: EXPLAIN

COMMENTS

Comments Comment o performance of the Region/ district in Revenue mobilization/generation

EXPENDITURE

DEPARTMENT

DEPT.	SOCIAL SECTOR			ADMIN/LOCAL GOV'T	ECONOMIC SECTOR	HRD	OFFICE EQUIP'T	PROJECT MGT.	MISC.	DISTRICT
	EDU.	HEALTH	ENV'T							

PART SIX (6) CHALLENGES/MITIGATION STRATEGY

A. CHALLENGES

CHALLENGE	PRIORITY LEVEL	MITIGATION STRATEGY
<ul style="list-style-type: none"> Inadequate qualified staff Inadequate budgetary allocations to maintain and improve office and residential infrastructure Inadequate Logistics, plants and equipments to enhance effective and efficient service delivery 	<p>1</p> <p>2</p> <p>3</p>	<p>Applying for authority to recruit qualified personnel and replace those who have left the service.</p> <p>Develop Proposals for increased budgetary allocation and support from development partners.</p> <p>Provide training, retraining and sponsor staff for capacity building programmes.</p>

<ul style="list-style-type: none"> Inadequate capacity building for staff. 	4	

DEPARTMENT OF COMMUNITY DEVELOPMENT

STAFF LIST OF DEPARTMENT OF COMMUNITY DEVELOPMENT

HEAD OFFICE

NO.	NAME	SEX	DATE OF BIRTH	STAFF NO.	GRADE	POSTING	PAYROLL NO.	REMARKS
1.	Theodore Tandoh	M	18/8/53	053618F	Deputy Director	Head Office	00C071	
2.	Michael Agana	M	18/12/53	176275S	Deputy Director	- do -	00C071	
3.	Paul Avorkah	M	14/12/56	119833B	Deputy Director	- do -	00C071	
4.	Charles Acolatse	M	6/4/57	320700L	Deputy Director	- do -	00C071	
5.	Faustina Essandoh	F	1/1/61	070499A	Asst. Director	- do -	00C071	
6.	Cecilia H. A. Apronti	F	18/11/56	068808U	P.C.D.O.	- do -	00C071	
7.	Doris Otoo	F	20/8/59	548638J	Asst. Director	- do -	00C071	
8.	Charles Baidoo	M	23/9/62	091867M	Asst. Director	- do -	00C071	
9.	Bertha Gidiglo	F	22/12/76	5465540E	P.C.D.O	- do -	00C071	
10.	Jonas Tetteh	M	16/11/67	162150C	P.C.D.O	- do -	00C071	
11.	Samuel Quaye	M	8/10/58	216693J	C.T.O	- do -	00C071	
12.	George Marbell	M	9/4/55	254607X	A.C.T.O.	- do -	00C071	
13.	Eugene Adjepong	M	15/12/49	114696L	P.T.O	- do -	00C071	

14.	Samuel Appiah	M	5/3/56	049529R	S.T. O.	- do -	00C071	
15.	Bennet Mahamah	M	19/7/76	511033H	S.T. O.	- do -	00C071	
16.	Enoch Mensah	M	9/3/86	609254	T. O. Gd. I	- do -	00C071	
17.	Charles Owoo	M	24/12/51	124750X	Prin. Mech. Supt.	- do -	00C071	
18.	Charles Ekow Sam	M	05/07/79	722603	C. D. O	- do -	00C071	

NO.	NAME	SEX	DATE OF BIRTH	STAFF NO.	GRADE	POSTING	PAYROLL NO.	REMARKS
19	Sarah Otabil	F	6/6/57	208284N	Snr. Storekeeper	Head Office	00C071	
20.	Monica Adzagbil	F	5/8/59	261570J	A.C.D.O	- do -	00C071	
21.	Martha Armah	F	1/8/52	161976B	Snr. Typist	- do -	50C027	
22.	Judith Kpornu	F	9/8/67	236346T	Snr. Typist	- do -	00C071	
23.	Agnes Abbey	F	14/9/61	784727G	Snr. Typist	- do -	00C071	
24.	Salome Acquaye	F	18/4/64	149614L	Typist Gd. 1	- do -	00C071	
25.	Harriet Ade	F	13/8/77	560544V	Typist Gd. 1	- do -	00C071	
26.	Abu Mohammed	M	7/3/56	197823J	Chief Record Supv.	- do -	00C071	
27.	Freda Lokko	F	26/8/74	555134Z	E. O.	- do -	00C071	
28.	A. K. Dogbe	M	10/11/53	211957N	S. E. O	- do -	00C071	
29.	Richard Kwegyir	M	24/9/54	229206G	Mech. Supt.	- do -	00C071	
30.	Elolo Adeku	M	1/9/52	182656S	Mech. Supt.	- do -	00C071	
31.	Samuel Larweh	M	6/8/50	124314M	Fitter Gd. I	- do -	00C071	
32.	Owusu Bempah	M	20/5/72	511034J	Carpenter Gd. I	- do -	00C071	
33.	Emmanuel Mensah	M	1/10/54	049544C	Yard Foreman	- do -	00C071	
34.	Fred Ayanaba	M	25/7/76	511045U	Driver Gd. I	- do -	00C071	
35.	Isaac Okpoti	M	2/9/70	546090D	Driver Gd. I	- do -	00C071	
36.	Issah Kayaba	M	1/7/64	562059W	Labourer	- do -	00C071	
37.	Josephine Ako Nai	F	20/2/52	056967C	Cleaner	- do -	00C071	

38.	Elizabeth Ocran	F	24/11/52	068975C	Cleaner	- do -	00C071	
39.	Mary Blankson	F	17/12/64	59494R	Cleaner	- do -	00C071	
40.	Shirley Nartey	F	17/12/80	560543U	Clean	- do -	00C071	
						- do -	00C071	

MADINA - NCDVI

NO.	NAME	SEX	DATE OF BIRTH	STAFF NO.	GRADE	POSTING	PAYROLL NO.	REMARKS
1.	Elizabeth Mensah	F	6/4/57	138927S	Asst. Director	Head Office	00C071	
2.	Lucy Cofie	F	18/2/59	226494P	P. T. I	- do -	00C071	
3.	Agnes Ampah	F	9/11/50	193823Z	P. T. I.	- do -	00C071	
4.	Cecilia Akanboati	F	1/3/60	262046H	S. A. T. I.	- do -	00C071	
5.	Theresa Blankson	F	8/2/62	183765J	S. A. T. I.	- do -	00C071	
6.	Rebecca Ayeh	F	27/4/66	061395C	T. I.	- do -	00C071	
7.	Beatrice Amevor	F	4/3/62	512126M	T. I. Gd. 1	- do -	00C071	
8.	Mary Osekiem	F	31/3/69	512894D	T. I. Gd. 1	- do -	00C071	
9.	Charles Koffie	M	27/2/61	511040N	T. I. Gd. 1	- do -	00C071	
10.	Iddrisu Gariba	M	22/2/57	054416K	T. O. Gd. 1	- do -	00C071	
11.	Lena Okpattah	F	2/10/54	255589B	Snr. Records Supt.	- do -	00C071	
12.	Emelia Adom	F	3/3/49	251143U	Snr. Typist	- do -	00C071	
13.	Philip Banga	M	15/7/50	067508G	N. Watchman	- do -	00C071	
14.	Mumuni Musah	M	15/7/58	089460V	N. Watchman	- do -	00C071	

AGE DISTRIBUTION	NUMBER OF STAFF		TOTAL
	MALE	FEMALE	
20-25	15	38	53
26-30	22	29	51

15.	Kofi Konni	M	1/7/50	561819L	N. Watchman	- do -	00C071	
16.	Denuer Nwiwuri	M	1/4/55	5625391J	N. Watchman	- do -	00C071	
17.	John Buabeng	M	15/7/51	067514U	D. Watchman	- do -	00C071	
18.	Mary Larweh	F	15/7/48	511038N	Head Cook	- do -	00C071	
19.	Stella Doe	F	22/9/66	562059W	Cook	- do -	00C071	

HR DISTRIBUTION (SECTOR)

31-35	21	48	69
36-40	58	83	141
41-45	64	70	134
46-50	80	75	155
51-55	182	88	270
56-60	73	76	149
Total	515	507	1022
Staff on Contract	Nil	Nil	Nil

e. Promotion Undertaken

No.	Name	Grade	Notional Effective Date	Substantive Effective Date
DEPUTY DIRECTOR				
1	Elizabeth Mensah	Deputy Director	Nil	1 st Jan.2011
2.	Edith A. Adabadze	Deputy Director	Nil	1 st Jan.2011
3.	Robert Owusu Ansah	Deputy Director	Nil	1 st Jan.2011
4.	C. K. Amponsah Swanzy	Deputy Director	Nil	1 st Jan.2011
5.	Isaac Baffour Kwabena Anane	Deputy Director	Nil	1 st Jan.2011
6.	Williams Alagma	Deputy Director	Nil	1 st Jan.2011

ASST. DIRECTOR				
7.	Samuel Asante	Asst. Director	1 st Feb. 2009	1 st Jan.2011
8.	Arko Tettey John	Asst. Director	1 st Jan. 2010	1 st Jan.2011
9.	George Issaka Agyare	Asst. Director	1 st May 2010	1 st Jan.2011
10.	Joyce Obiri-Yeboah	Asst. Director	1 st June 2010	1 st Jan.2011
PRIN. COMM. DEV. OFFICER				
11.	Andrew Noonoo Benjamin	P.C.D.O	1 st Jan. 2010	1 st Jan.2011
12.	Mohammed Gomda	P.C.D.O	1 st May 2010	1 st Jan.2011
13.	Agnes Bukari	P.C.D.O	1 st May 2010	1 st Jan.2011
14.	Seidu Alhassan	P.C.D.O	1 st May 2010	1 st Jan.2011
15.	Francis Dopey	P.C.D.O	1 st May 2010	1 st Jan.2011
16.	Iddrisu Tia Dramani	P.C.D.O	1 st May 2010	1 st Jan.2011
17.	Atta Abdul Karim	P.C.D.O	1 st May 2010	1 st Jan.2011

18.	Ibrahim Roland Issiful Benyasi	P.C.D.O	1 st May 2010	1 st Jan.2011
19.	Mensah Joachim Oscar	P.C.D.O	1 st May 2010	1 st Jan.2011
SENIOR COMM. DEV. OFFICER				
20.	Joyce Nkrumah	S.C.D.O	1 st Feb. 2009	1 st Jan.2011
21.	Vincentia A. Agbozo	S.C.D.O	1 st Oct. 2009	1 st Jan.2011
22.	Iddrisu Adam	S.C.D.O	1 st Oct. 2009	1 st Jan.2011
23.	Charles Nelson	S.C.D.O	1 st Feb. 2010	1 st Jan.2011
24.	Asamoah Dora	S.C.D.O	1 st Feb. 2010	1 st Jan.2011
25.	Martina Ami Awuni	S.C.D.O	1 st Feb. 2010	1 st Jan.2011
26.	Alexander Boahen	S.C.D.O	1 st Feb. 2010	1 st Jan.2011
27.	Anamo Albert	S.C.D.O	1 st Oct. 2010	1 st Jan.2011
28.	Daniel Obeng Asabere	S.C.D.O	Nil	1 st Jan.2011
29.	Christiana Tamakloe	S.C.D.O	Nil	1 st Jan.2011

30.	Doris Ntow	S.C.D.O	Nil	1 st Jan.2011
CHIEF MASS EDUCATION OFFICER				
31.	Nyamo Gibson	C.M.E.O.	1 st Jan. 2008	1 st Jan.2011
32.	Aculey Bernice	C.M.E.O.	1 st Feb. 2008	1 st Jan.2011
33.	Mensah Daniel De-Graft	C.M.E.O.	1 st Mar. 2008	1 st Jan.2011
34.	Philip Montford	C.M.E.O.	1 st Mar. 2008	1 st Jan.2011
35.	Abukari Yakubu	C.M.E.O.	Nil	1 st Jan.2011
PRIN. MASS EDUCATION OFFICER				
36.	Aganu J. Lilian	P.M.E.O	1 st Jan. 2008	1 st Jan.2011
37.	Gifty Yeboah	P.M.E.O	1 st Feb. 2008	1 st Jan.2011
38.	Sakre Lydia	P.M.E.O	1 st Feb. 2008	1 st Jan.2011
39.	Veronica Duku	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
40.	Augusta Amenya	P.M.E.O	1 st Dec. 2009	1 st Jan.2011

41.	Victoria Buernor	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
SENIOR COMM. DEV. OFFICER				
42.	Agnes Gyamfi	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
43.	Lydia Yamdogo	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
44.	Matilda Fati Bukari	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
45.	Elizabeth Bomeh	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
46.	Lydia Osei	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
47.	Mary Kane Kansigi	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
48.	Edna Nkudede	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
49.	Elizabeth Adjeiwaa	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
50.	Nsiah Joseph	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
51.	Patrick Danso Agyemang	P.M.E.O	1 st Dec. 2009	1 st Jan.2011
52.	Ziblim Salifu A.	P.M.E.O	Nil	1 st Jan.2011

53.	Felicia Boakye-Yiadom	P.M.E.O	Nil	1 st Jan.2011
54.	Adjei a. Eunice	P.M.E.O	Nil	1 st Jan.2011
55.	Elizabeth Adoley	P.M.E.O	Nil	1 st Jan.2011
56.	Osman Memuna	P.M.E.O	Nil	1 st Jan.2011
57.	Rebecca Boakye	P.M.E.O	Nil	1 st Jan.2011
58.	Aidoo Theresa	P.M.E.O	Nil	1 st Jan.2011
CHIEF TECHNICAL INSTRUCTOR				
59.	Lucy Cofie	Chief Tech. Inst.	1 st Dec. 2000	1 st Jan.2011
ASST. CHIEF TECHNICAL INSTRUCTOR				
60.	Lena Nusta	A.C.T.I	1 st Jan. 2009	1 st Jan.2011
61.	Alice Tandoh	A.C.T.I	1 st Jan. 2009	1 st Jan.2011
62.	Enid Adekponya	A.C.T.I	1 st Feb. 2009	1 st Jan.2011
63.	Agatha Ofori	A.C.T.I	1 st April 2009	1 st Jan.2011
64.	Ansu Pepra Patricia	A.C.T.I	1 st April 2009	1 st Jan.2011

ASST. CHIEF TECHNICAL INSTRUCTOR				
65.	Cecilia Lariba Akanboati	A.C.T.I	1 st Mar. 2010	1 st Jan.2011
66.	Sarah Owusu	A.C.T.I	1 st Sept. 2010	1 st Jan.2011
67.	Kurokari Angelina Talata	A.C.T.I	1 st Sept. 2010	1 st Jan.2011
68.	Mercy M. Tsitsiwu	A.C.T.I	1 st Sept. 2010	1 st Jan.2011
69.	Mary Frances Nvorbesir	A.C.T.I	1 st Sept. 2010	1 st Jan.2011
70.	Konor Erica	A.C.T.I	1 st Sept. 2010	1 st Jan.2011
PRIN. TECH. INSTRUCTOR				
71.	Theresa Dorothy Blankson	P.T.I	1 st May 2009	1 st Jan.2011
72.	Rose Korlekie Mensah	P.T.I	1 st Nov. 2009	1 st Jan.2011
73.	Christiana Antwi	P.T.I	1 st Sept. 2010	1 st Jan.2011
74.	Dorcas Dede Nettey	P.T.I	1 st Nov. 2010	1 st Jan.2011
75.	Lydia Baah	P.T.I	1 st Nov. 2010	1 st Jan.2011
SENIOR TECH. INSTRUCTOR				

76.	Sophia Wisah	S.T.I	1 st Jan. 2008	1 st Jan.2011
77.	Victoria Molley	S.T.I	1 st Jan. 2008	1 st Jan.2011
78.	Micah Augustina	S.T.I	1 st Jan. 2009	1 st Jan.2011
79.	Agnes Baffour	S.T.I	1 st Jan. 2009	1 st Jan.2011
80.	Condua Theresa	S.T.I	1 st Jan. 2009	1 st Jan.2011
81.	Aidoo Elizabeth	S.T.I	1 st Jan. 2009	1 st Jan.2011
82.	Eshun Lily	S.T.I	1 st Nov. 2010	1 st Jan.2011
83.	Lucy Ama Omar	S.T.I	1 st Nov. 2010	1 st Jan.2011
84.	Acquah Charlotte	S.T.I	Nil	1 st Jan.2011
85.	La-Opere Evelyn	S.T.I	Nil	1 st Jan.2011
86.	Issaka Felicity	S.T.I	Nil	1 st Jan.2011
87.	Agorinya Victoria	S.T.I	Nil	1 st Jan.2011
88.	Mercy Bridget Norviowu	S.T.I	Nil	1 st Jan.2011
89.	Lanbongang Hanna	S.T.I	Nil	1 st Jan.2011

ASST. CHIEF TECHNICAL INSTRUCTOR				
90.	Alogonia Vivian	S.T.I	Nil	1 st Jan.2011
91.	Anaab Larley	S.T.I	Nil	1 st Jan.2011
92.	Patricia Aburiya Adelisaaba	S.T.I	Nil	1 st Jan.2011
93.	Osei B. Christiana	S.T.I	Nil	1 st Jan.2011
94.	Parese Caroline	S.T.I	Nil	1 st Jan.2011
95.	Eugene N. Tawiah	S.T.I	Nil	1 st Jan.2011
96.	Adibugah Margaret	S.T.I	Nil	1 st Jan.2011
NO.	NAME	GRADE	NOTIONAL EFFECTIVE DATE	SUBSTANTIVE EFFECTIVE DATE
CHIEF WORKS SUPERINTENDENT				
1.	Adu Nyamah Edward	Chief Works Supt.	1 st Mar. 2008	1 st Jan. 2011
2.	Adu-Ayeh Christian	Chief Works Supt.	1 st Jul. 2008	1 st Jan. 2011
3.	Clearence Quashigah	Chief Works Supt.	1 st Jul. 2008	1 st Jan. 2011
4.	Lucas Korda	Chief Works Supt.	1 st May, 2010	1 st Jan. 2011
PRINCIPAL WORKS SUPERINTENDENT				
5.	Nangodi George	Prin. Works Supt.	1 st Feb. 2008	1 st Jan. 2011
6.	Oppong Frank	Prin. Works Supt.	1 st Feb. 2008	1 st Jan. 2011
7.	Ebenezer Arko	Prin. Works Supt.	1 st Feb. 2008	1 st Jan. 2011
8.	Abanga Edward	Prin. Works Supt.	1 st Jul. 2010	1 st Jan. 2011
9.	Addai John	Prin. Works Supt.	1 st Jul. 2010	1 st Jan. 2011
10.	Samuel Apraku	Prin. Works Supt.	1 st Jul. 2010	1 st Jan. 2011
11.	Adantey Jacob	Prin. Works Supt.	1 st Jul. 2010	1 st Jan. 2011

12.	Asare Appiah	Prin. Works Supt.	1 st Jul. 2010	1 st Jan. 2011
PRINCIPAL MECHANICAL SUPERINTENDENT				
13.	Dahamani Alale	Prin. Mech. Supt.	1 st Jul. 2010	1 st Jan. 2011
CHIEF TECHNICAL OFFICER				
14.	Michael Annor	Chief Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
15.	George Marbell	Chief Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
16.	Ishmael Akwei Addo	Chief Tech. Offr.	1 st Aug. 2011	1 st Jan. 2011
ASSISTANT CHIEF TECHNICAL OFFICER				
17.	Kwadwo Boampong	Asst. Chief Tech. Offr.	1 st Jul. 2007	1 st Jul. 2009
SENIOR WORKS SUPERINTENDENT				
18.	Paul Alexander Sabbi	Snr. Works Supt.	1 st Jul. 2010	1 st Jan. 2011
19.	Owusu Anthony	Snr. Works Supt.	1 st Jul. 2010	1 st Jan. 2011
20.	Tetty Odonkor Ebenezer	Snr. Works Supt.	1 st Jul. 2010	1 st Jan. 2011
21.	Abu Issaka	Snr. Works Supt.	1 st Jul. 2010	1 st Jan. 2011
22.	Opoku Davis	Snr. Works Supt.	1 st Jul. 2010	1 st Jan. 2011
23.	Askia James	Snr. Works Supt.	Nil	1 st Jan. 2011
24.	Yahaya K. Mohammed	Snr. Works Supt.	Nil	1 st Jan. 2011
25.	Ben Kusi Joseph	Snr. Works Supt.	Nil	1 st Jan. 2011
26.	Fredua Agyeman	Snr. Works Supt.	Nil	1 st Jan. 2011
SENIOR MECHANICAL SUPERINTENDENT				
27.	Thomas Denu	Snr. Mech. Supt.	1 st Jun. 2008	1 st Jan. 2011
28.	Asimenu Godwin K.	Snr. Mech. Supt.	1 st Jun. 2008	1 st Jan. 2011
29.	Musah Sulemana	Snr. Mech. Supt.	1 st Jun. 2008	1 st Jan. 2011
30.	Buami Experience	Snr. Mech. Supt.	1 st Jul. 2010	1 st Jan. 2011
31.	Yamoah Gabriel	Snr. Mech. Supt.	1 st Jul. 2010	1 st Jan. 2011
Works Superintendent				
32.	Joseph Asante	Works Supt.	1 st Jan. 2008	1 st Jan. 2011
33.	Yangtibr Lucio	Works Supt.	1 st Jan. 2008	1 st Jan. 2011
34.	Awuah Richard	Works Supt.	1 st Aug. 2008	1 st Jan. 2011
35.	George Mensah	Works Supt.	1 st Jul. 2008	1 st Jan. 2011

36.	Laar jacobic	Works Supt.	1 st Jun. 2008	1 st Jan. 2011
37.	Amedzo Cephas Kofi	Works Supt.	1 st Jun. 2008	1 st Jan. 2011
38.	Agyeman Lydia	Works Supt.	1 st Jun. 2008	1 st Jan. 2011
39.	Denteh James Kofi	Works Supt.	1 st Jan. 2008	1 st Jan. 2011
40.	Buami Felix Kwadwo	Works Supt.	Nil	1 st Jan. 2011
41.	Narh Clement	Works Supt.	Nil	1 st Jan. 2011
PRINCIPAL TECHNICAL OFFICER				
42.	Osei Yaw	Prin. Tech. Offr.	1 st Jan. 2008	1 st Jan. 2011
43.	John Okyere Kwame	Prin. Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
44.	Essien Charles	Prin. Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
45.	Amewovi A. T. K.	Prin. Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
46.	Peter Kusi	Prin. Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
47.	Brown Winfred Sackitey	Prin. Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
48.	Gotta Daniel	Prin. Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
49.	Japhet K. Agbesi	Prin. Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
50.	Twumais Kwame Albert	Prin. Tech. Offr.	1 st Jul. 2010	1 st Jan. 2011
51.	Bennett Mahamah	Prin. Tech. Offr.	Nil	1 st Jan. 2011
SENIOR TECHNICAL OFFICER				
52.	Aidoo Samuel	Snr. Tech. Offr.	1 st Jan. 2008	1 st Jan. 2011
53.	Iddrisu Gariba	Snr. Tech. Offr.	1 st Sept. 2008	1 st Jan. 2011
54.	Obeng Emmanuel	Snr. Tech. Offr.	1 st Jun. 2008	1 st Jan. 2011
TECHNICAL OFFICER GRADE 1				
55.	Agamba Justice	Tech. Offr. Gd. 1	1 st Nov. 2009	1 st Jan. 2011
WORKS FOREMAN				
56.	Denyeni Cletus	Foreman	1 st Jan. 2007	1 st Jan. 2011
57.	Eshun Peter	Foreman	1 st Jul. 2007	1 st Jan. 2011
58.	Gyan James	Foreman	1 st Jul. 2007	1 st Jan. 2011
59.	Abu Ayoma	Foreman	1 st Jan. 2010	1 st Jan. 2011

f. Postings

S/N	NAME OF OFFICER	SEX	OFFICER'S GRADE	INSTITUTION		EFFECTIVE DATE OF POSTING	REMARK
				From	To		
	NIL						

h. Staff who left the Service

NO.	NAME	SEX	STAFF NO.	GRADE	REASON	DATE
<u>HEAD OFFICE-ACCRA</u>						
1.	Charles Owoo		124750	Chief Mech. Supt.	Retirement	24/12/11
2.	John Buabeng		58945	Day Watchman	Retirement	15/07/11
3.	Samuel Larweh		58945	Fitter Gd. I	Retirement	06/08/11
<u>GREATER ACCRA</u>						
1.	William Odoi		129250	Deputy Director	Retirement	07/07/11
2.	Robert A. Amate		26296	Mech. Foreman	Retirement	28/11/11
<u>EASTERN</u>						
1.	Samuel Boateng		11093	Mech. Supt.	Retirement	20/10/10
2.	Emmanuel Oduro		129294	C.D.O	Retirement	15/07/11

3.	Ebenezer Odonkor	16/02/51	77593	Works Supt.	Retirement	16/02/11
4.	Felicia Sarpong	14/06/51	39707	P.T.I	Retirement	14/06/11
5.	Felicia Akyea	10/04/51	24454	P.M.E.O	Retirement	10/04/51
<u>VOLTA</u>						
1.	Alhassan A. Imoro	17/04/51	54692	Deputy Director	Retirement	17/04/11
2.	Anyidoho Evelyn Agnes	13/02/51	123376	S.T.I	Retirement	13/02/11
<u>ASHANTI</u>						
1.	Jones Dua Boateng	18/06/51	38827	Asst. Director	Retirement	18/06/11
2.	Antwi Bosiako	08/08/51	44338	Works Foreman	Retirement	08/08/11
3.	Kwaku Amponsah	21/03/50	262086T	Labourer	Retirement	21/03/10

NO.	NAME AND REGION	DATE OF BIRTH	STAFF NO.	GRADE	REASON	DATE
	<u>CENTRAL</u>					
1.	Kwame Gyan	01/07/51	268460	Elect. Gd. I	Retirement	01/07/11
2.	Joseph Sackey-Sam	01/01/51	268456Y	H/Duty Driver	Retirement	01/01/11
3.	Ayemgba Ayariga	01/07/51	255285V	Night Watchman	Retirement	01/07/11
	<u>BRONG AHAFO</u>					
1.	Grace Osei	25/05/51	77751	C.M.E.O	Retirement	25/05/11
	<u>WESTERN</u>					
1.	Martha Kwarteng	10/09/75	71467	Cook	Resignation	06/05/11
2.	Edith Ghunney	06/05/51	9249	P.C.D.O	Retirement	
	<u>NORTHERN</u>					
1.	Agnes Tampah	21/05/51	109568D	P.M.E.O	Retirement	21/05/11 30/03/11
2.	Edna Fati Abudu	30/03/5	162444B	M.E.O	Retirement	

1.						
2.	<u>UPPER WEST</u>					
	Kenneth Godomah	1/07/51	51880	P.M.E.O	Retirement	1/07/11
	Cletus Denyeni	1/06/51	8053	Jnr. Foreman	Retirement	1/06/11

ADMINISTRATIVE HEADS OF DEPARTMENTS AT NATIONAL LEVEL

S/N	DEPARTMENT	NAME	SECTOR MINISTRY
1.	Community Development	Mr. Theodore Tandoh	MLG&RD

PART THREE(3) Programme Delivery

Name of MDA/DEPT.

10 key/ top commitments	Results/achievements	Relation to GPRSII component	Relation to Presidents Priority for 2010
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<p>1. Provide Vocational, Technical and skills for 4000 youth by the end of December, 2011.</p>	<p>1. Total enrolments in the 24 No. Institutes stood at 4,658 whilst 1,480 passed out with Vocational, Technical and Entrepreneurial Skills.</p>	<p>Human Resource development.</p>	<p>Developing Human resource for National Development.</p>
<p>2. Organize two (2) in-service training for 120 Technical Instructors by September, 2011</p>	<p>2. One in-service training has been organized for 50 Technical Instructors on TVET reforms</p>	<p>Human Resource development.</p>	<p>Developing Human resource for National Development.</p>
<p>3. Organize Planning, Budget and Performance review workshop for 24 Officers by the end of June, 2011</p>	<p>3. A workshop was organized for 4 officers to review Planning, Budget and Performance and identify inputs for 2012-2014 Budget Estimates</p>	<p>Good Governance and Social Responsibility.</p>	<p>Ensuring Transparent and Accountable Governance</p>
<p>4). Organize four (4) income generating and entrepreneurial skills training for 800 existing women's group leaders by the end of December, 2011.</p>	<p>4a). 125 women's group leaders were equipped with Micro Financing Management skills which imparted positively on 450 women's groups with total membership of 8,268.</p>	<p>Employment generation and improvement and expansion of safety nets.</p>	<p>Reducing poverty and income inequalities.</p>

5). Organise Adult Education programmes to sensitize community members especially the vulnerable and excluded	5). Mass meetings (community fora) organised amounted to 960 covering an estimated total of 136,459 audience throughout the country whilst 3,658 study groups meetings were held with a total membership of 10,836.	Good Governance and Social Responsibility.	Ensuring Transparent and Accountable Governance
6). Train 120 participants on Community Education at RDC, Kwaso	6). A total of 120 Community Educators (Change Agents) were trained at the Rural Development College (RDC) at Kwaso in Ashanti	Human Resource development.	Developing Human resource for National Development.

Part Four (4) Financial performance

C. Name of Ministry/ Department

Source	2010			2011		
	Approved Budget	Actual Receipts	Actual Expenditure	Approved Budget	Actual Receipts	Actual Expenditure

1. Personnel Emoluments	3,606,787.00	4,328,144.40	4,328,144.40	3,852,271.00	-	-
2. Administrative Expenses	63,455.00	41,316.59	41,316.59	63,445.00	43,350.00	43,350.00
3. Service Activity Expenses	26,413.00	20,000.00	20,000.00	22,953.00	15,500.00	15,500.00
4. Investment Activity Expenses	200,000.00	39,931.69	39,931.69	150,000.00	33,976.00	33,976.00
Total	3,895,645.00	4,429,329.68	4,429,329.68	4,088,669	92,826.00	92,826.00

FINANCIAL PERFORMANCE

Variance (2010)		Variance (2011)		Remarks
Actual Receipt	Actual Expenditure	Actual Receipt	Actual Expenditure	
4,328,144.40	4,328,144.40			
41,316.59	41,316.59	-	-	
20,000.00	20,000.00	43,350.00	43,350.00	
39,931.69	39,931.69	15,500.00	15,500.00	
		33,976.00	33,976.00	
4,429,329.68	4,429,329.68	92,826.00	92,826.00	

PART SIX (6) CHALLENGES/MITIGATION STRATEGY

B. CHALLENGES

CHALLENGE	PRIORITY LEVEL	MITIGATION STRATEGY
<ul style="list-style-type: none"> Inadequate qualified Technical Instructors in 	1	1. Seeking financial clearance from

<p>Vocational and Technical Institutions.</p> <ul style="list-style-type: none"> • Inadequate budgetary allocations to maintain and improve institutional infrastructure • Inadequate Logistics, plants and equipments to enhance effective and efficient service delivery as well as teaching and learning. • Inadequate capacity building for staff. 	<p>2</p> <p>3</p> <p>4</p>	<p>MOFEP to recruit qualified personnel.</p> <p>2. Lobbying for increased budgetary allocation and support from development partners.</p> <p>3. Provide in-service training and sponsor staff for capacity building programmes.</p>