REPUBLIC OF GHANA

THE MINISTRY OF CHIEFTAINCY AND RELIGIOUS AFFAIRS (MCRA)

DRAFT

MEDIUM-TERM DEVELOPMENT PLAN 2018-2021

AUGUST 2018

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LIST OF ACRONYMS

ADR	Alternative Dispute Resolution
ARHC	Ashanti Region House of Chiefs
BARHC	Brong Ahafo Region House of Chiefs
CD	Chief Director
CRHC	Central Region House of Chiefs
DPs	Developing Partners
E.I	Executive Instrument
ERHC	Eastern Region House of Chiefs
F&A	Finance and Administration
GARHC	Greater Accra Region House of Chiefs
GD	Grade
GOG	Government of Ghana
GPRS	Growth and Poverty Reduction Scheme
GSGDA	Ghana Shared Growth and Development Agenda
HRMD	Human Resource Management and Development
IGF	Internally Generated Fund
LGS	Local Government Service
LI	Legislative Instrument
M&E	Monitoring and Evaluation
MCRA	Ministry of Chieftaincy and Religious Affairs
MDAs	Ministries, Departments and Agencies
MLGRD	Ministry of Local Government and Rural Development
MLNR	Ministry of Lands and Natural Resources
MMDAs	Metropolitan, Municipal and District Assemblies
MMIP	Multilateral Mining Integration Project
MOF	Ministry of Finance
MOGCSP	Ministry of Gender, Children and Social Protection
MOJAGD	Ministry of Justice and Attorney Generals Department
MOTI	Ministry of Trade and Industry
MSD	Management Services Division
MSWR	Ministry of Sanitation and Water Resources
MTAC	Ministry of Tourism, Arts and Culture
MTDP	Medium Term Development Plan
NDPC	National Development Planning Commission
NHC	National House of Chiefs
NITA	National Information Technology Agency
NRHC	Northern Region House of Chiefs
OAGMOJ	Office of the Attorney General and Ministry of Justice
OASL	Office of the Administrator of Stool Land
OHCS	Office of the Head of Civil Service
PBB	Programme Based Budgeting

PNDCL	Provisional National Defence Council Law
POCC	Potential, Opportunities, Constraints and Challenges
PPBME	Policy Planning, Budgeting, Monitoring and Evaluation
RSIM	Research, Statistics and Information Management
SDG	Sustainable Development Goals
SMTDP	Sector Medium Term Development Plan
T/C	Traditional Council
TELCOs	Telecommunication Companies
UERHC	Upper East Region House of Chiefs
UNICEF	United Nations International Children's Emergency Fund
UWRHC	Upper West Region House of Chiefs
VRHC	Volta Region House of Chiefs
WRHC	Western Region House of Chiefs
YES	Youth Enterprise Support

EXECUTIVE SUMMARY

The Ministry of Chieftaincy and Religious Affairs (MCRA) has the constitutional mandate to develop effective interface between Government, Religious Bodies and Civil Society on matters relating to Chieftaincy and Religious Affairs for the promotion of peace and good governance. MCRA is also to operate as the primary and apex body to initiate and formulate appropriate policies for the Chieftaincy and Religious sectors of the country.

The Ministry aims to preserve, sustain and integrate the regal, traditional and religious values, norms and practices for national development. Core values that underpin the Ministry's work include: Sovereignty of Traditional Values, Peaceful Religious and Traditional Co-existence, Cultural diversity, Tolerance and Unity.

Adhering to its vision, mission and core values, MCRA prepared Medium Term Development Plan, 2018 - 2021, in line with the President's Coordinated Programme Policies which is being operationalized through the National Medium-Term Development Policy Framework (2018 - 2021), "Agenda for Jobs": Creating Prosperity and Equal Opportunity for All, prepared by National Development Planning Commission.

Over the years, a number of interventions have been made to ensure effective interface between Government, Religious Bodies, and Civil Society on matters relating to Chieftaincy and Religious Affairs. The Ministry therefore implemented programs and sub-program such as Chieftaincy and Religious Affairs, Traditional Authority Management, Customary Law, Dispute Resolution and Religious Affairs. Notwithstanding, some development issues identified during the sector's performance review under the Ghana Shared Growth and Development Agenda (GSGDA II), which was implemented over the period 2014-2017, include some chieftaincy disputes unresolved, inability to pass LI on 11 lines of succession to stools and skins, and inadequate involvement of traditional authorities in National Development, Negative cultural practices of traditional authority.

Based on the aforementioned, the Ministry identified two thematic areas, development issues, policy objectives and strategies, from the National Medium Term Development Policy Framework (2018-2021) in the preparation of its Sector Medium Term Development Plan (2018-2021)

THEMATIC AREA

The Ministry found itself within two (2) thematic areas of National Development Policy framework 2018 - 2021. These are:

- Governance, Corruption and Public Accountability
- Environment, Infrastructure and Human Settlement

ADOPTED ISSUES

The issues to be addressed within the Plan period 2018 -2021 were also adopted from the National Development Policy framework 2018 - 2021. These include:

- Inadequate involvement of Traditional Authorities in national development
- Communal strife and disunity as a result of leadership succession and land disputes
- Inadequate involvement of religious bodies in national development
- Environmental degradation
- Upsurge in illegal mining (*galamsey*)
- Destruction of forests and farmlands
- Pollution of water bodies
- Negative cultural practices of traditional authority
- Lack of transparency and accountability in payment of royalties
- Weak traditional institutional mechanisms to provide alternative framework for settling chieftaincy disputes
- Chemical pollution from illegal mining

ADOPTED POLICY OBJECTIVES

Policy objective and strategies were also adopted to addressed the aforementioned issues

- Improve Participation of Civil Society (Media, Traditional Authorities, Religious Bodies)in National Development
- Ensure sustainable extraction of Mineral Resources
- Enhance the role of Chieftaincy and Religious institutions in National development
- Prevent Environmental Pollution.

STRATEGIES

- Strengthen engagement with traditional authorities in development and governance processes **(SDG Targets 16.7, 16.10, 17.14, 17.17)**
- Increase support to chieftaincy institutions **(SDG Targets 16.6, 16.a)**
- Strengthen National and Regional Houses of Chiefs to promote development **(SDG Targets 16.6, 16.a)**
- Continue the implementation of chieftaincy line of succession documentation **(SDG Targets 16.6, 16.a)**
- Involve traditional authorities in reform of negative cultural practices **(SDG Targets 16.6, 16.7, 16.a)**
- Build capacity of religious bodies to promote religious tolerance **(SDG Targets 16.7, 16.10, 17.14, 17.17)**
- Promote coordinated action involving religious bodies to ensure that there is respect for authority, honesty and integrity **(SDG Targets 16.7, 16.10, 17.14, 17.17)**
- Engage religious bodies in the formulation and implementation of development programmes and projects. **(SDG Targets 16.7, 16.10, 17.14, 17.17)**
- Develop and implement a Multilateral Mining Integration Project (MMIP) to address the menace of illegal and unsustainable mining **(SDG Targets 15.1, 15.3, 15.4, 15.5, 15.9)**
- Support the National House of Chiefs to codify and systematize traditional laws and culture
- Ensure prompt payment of royalties' due chiefs, queen mothers and traditional councils
- Provide support to the institution of chieftaincy in the performance of their duties, their evolution and further modernization.
- Support the National House of Chiefs to codify and systematize traditional laws and culture
- Strengthen the Regional Houses of Chiefs
- Protect sensitive areas from pollution and contamination

Based on these adopted policy objectives and strategies, programmes and specific activities have been formulated for implementation within the period 2018-2021. The indicative budget for the Plan period is **GH¢112,750,000.00**. However, the MCRA anticipate to receive an allocation of **GH¢16,832,062.00 from Government of Ghana** within the medium term. This presents a gap which requires identifying alternative sources of funding. Resources will be judiciously utilized with respect to cost saving, and indicative financial plan.

The MCRA Medium-Term Development Plan (MTDP) 2018 -2021, was formulated by the Plan preparation team with facilitators from National Development Planning Commission (NDPC). The draft MTDP was subjected to review by Management of the Ministry and Senior Officers of the Houses of Chiefs. The document is divided into **Six (6) chapters**.

Chapter One, covers the review of the performance of the Sector during the period 2014-2017 under the appropriate thematic areas of the GSGDA II, 2014 –2017. It highlights the vision, mission and functions, implementation of planned Programmes and activities, the challenges encountered and the lessons learnt which have implications for ensuing planning cycle, 2018 – 2021.

Chapter Two, highlights development priorities that need to be embarked on over the 2018 - 2021 period. These priorities are based on the performance review and situational analysis of the issues in relation to MTDPF 2018 –2021

Chapter Three, offers information on adoption of issues, policy objectives and strategies that will enable the Ministry realize its vision and mission with respect to its functions from 2018-2021

Chapter Four, Offers detailed information on the various Programmes and activities identified for execution during the medium term 2018 to 2021. These identified activities are linked to their appropriate programme and the adopted national objectives.

Chapter Five, looks at the Sector's Annual Actions Plans with budget details and implementation Strategies.

Chapter Six, covers monitoring and evaluation arrangement. It involves indicator and targets setting, schedule for monitoring activities, and reporting formats for annual progress reports.

CHAPTER ONE

PROFILE / CURRENT SITUATION/BASELINE

1.0 INTRODUCTION

This chapter focuses on the Ministry of Chieftaincy and Religious Affairs legal framework, its mandate, vision, mission and functions for its establishment. The chapter also describes the performance of the Ministry's implemented Programmes and projects under the pillars of Ghana Shared Growth Development Agenda (GSGDA) II themes, as well as other interventions from 2014-2017. It also outlines the profile of the Ministry and summarizes key development problems and gaps. The review also takes into consideration issues on Environment. The income and expenditure statements of the service within the period 2014-2017 were equally reviewed. The Ministry identified challenges during the analysis of the profile and the performance review that may have implications in the 2018-2021 plan period. Lessons learnt were also documented.

1.1 THE LEGAL FRAMEWORK OF THE MINISTRY

The Ministry of Chieftaincy and Religious Affairs (MCRA) was established by Executive Instrument (E.I.) 28 Civil Service (Ministries) Instrument 2017 and as part of the Civil Service of Ghana established by PNDCL 327, 1993 with specific functions and roles as provided by law. The Ministry's objective in line with the legal provisions, its mission and vision is to have oversight responsibility for Chieftaincy and Religious institutions for peaceful co-existence and national development.

1.2 PROFILE OF THE MINISTRY

The Ministry of Chieftaincy and Religious Affairs comprises the headquarters, the National House of Chiefs, ten (10) Regional Houses of Chiefs and Traditional Councils. The Hon. Minister of State, together with a Deputy Minister and the Chief Director are at the apex of the command chain, and they preside over the day to day administration of the Sector. The Ministry has five (5) line directorates, i.e. Finance and Administration (F&A), Policy Planning, Budgeting, Monitoring and Evaluation (PPBME), Human Resource Management and Development (HRMD), Research, Statistics and Information Management (RSIM), and Chieftaincy and Religious Affairs. Specialized units of the Ministry include: Internal Audit, Public Affairs and Communications, as well as Client Service.

The National House of Chiefs is a representation of five (5) Paramount Chiefs from each of the ten (10) Regional Houses of Chiefs. The House elects a President and Vice President among their members to steer affairs. The ten (10) Regional Houses of Chiefs are made up of Paramount Chiefs, and in some cases Divisional Chiefs. Each Regional House of Chiefs has a President and Vice President at the helm of affairs. A Traditional Council is a body of Divisional and Sub Divisional Chiefs in a Traditional Area, usually with a Paramount Chief as the head/President. The

administrative head of the National, Regional Houses of Chiefs and Traditional Councils is a Registrar.

Adjudication of Chieftaincy disputes is one of the core functions of Houses of Chiefs and Traditional Councils. This responsibility is carried out by a Judicial Committee made up of Chiefs and assisted by Lawyers / Counsel.

1.3 MANDATE

The Ministry of Chieftaincy and Religious Affairs (MCRA) initiates and formulates policies for the Chieftaincy and Religious sector. It also coordinates and evaluates the efficiency and effectiveness of the sector.

1.4 VISION

The vision of the Ministry is to preserve, sustain and integrate the regal, traditional and religious values, norms and practices for national development.

1.5 MISSION

The Ministry exists to develop effective interface between government, religious bodies and civil society on matters relating to Chieftaincy and Religious Affairs for the promotion of peace and good governance.

1.6 CORE VALUES

a. Sovereignty of Traditional Values.
b. Peaceful Religious and Traditional Co-existence.
c. Cultural diversity
d. Tolerance
e. Unity.

1.7 FUNCTIONS

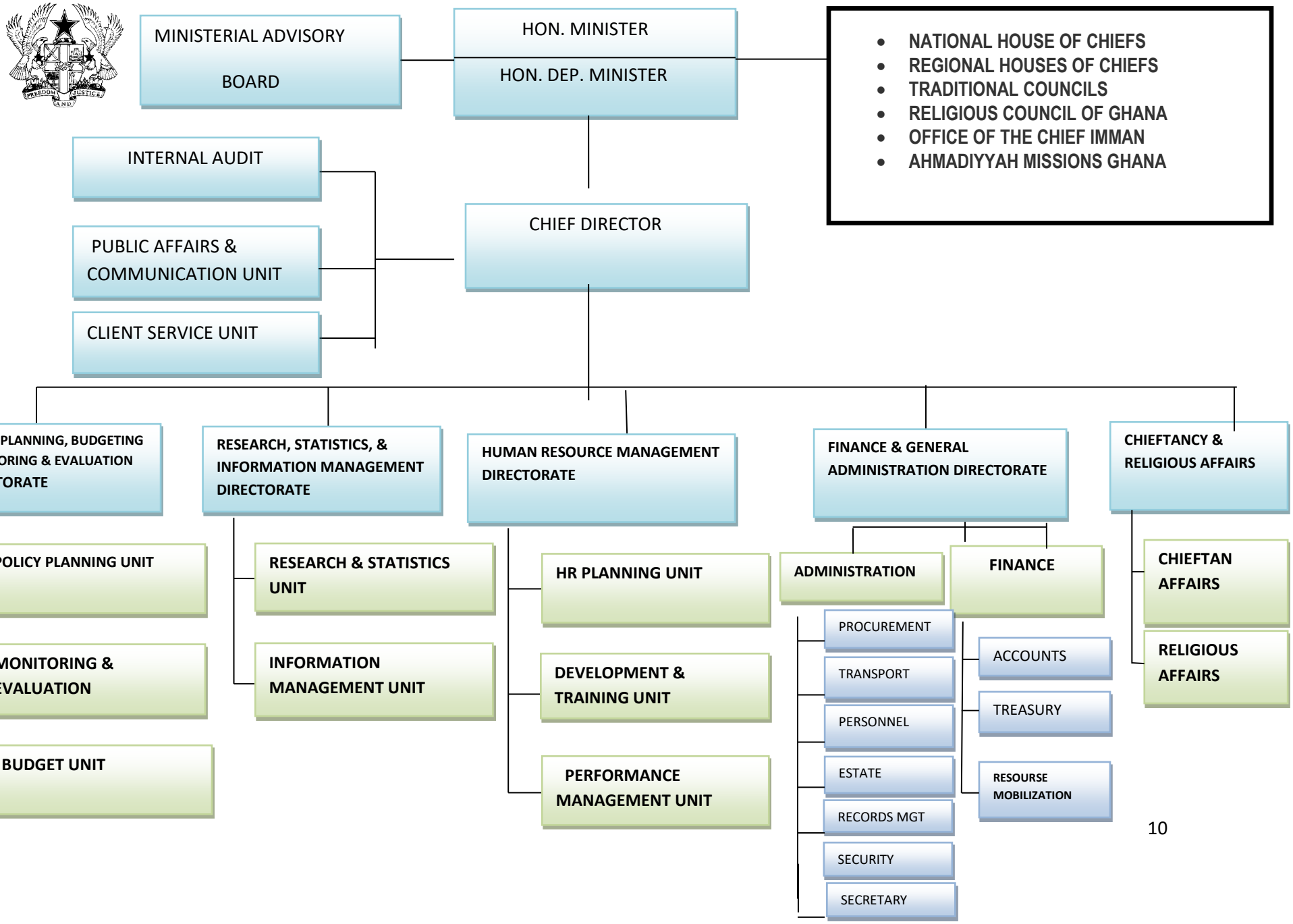
The core functions of the Ministry are as follows:

- Initiate and formulate policies, taking into account the needs and aspirations of the people
- Undertake development planning in consultation with the National Development Planning Commission (NDPC)
- Co-ordinate, monitor, evaluate the efficiency and effectiveness of the Sector

1.7.1 SPECIFIC FUNCTIONS

- To formulate policies and initiate programmes geared towards the promotion of the Chieftaincy institution and, religious tolerance and good governance.
- To undertake activities and support the government policies in consultation with NDPC.
- To coordinate the activities and programmes of the National and Regional Houses of Chiefs and religious bodies towards the development of Chieftaincy and Religious Sectors.
- To undertake the progressive study, interpretation and codification of customary law with the view to evolving in appropriate cases, a unified system of rules of customary law and compilation of lines of succession applicable to each stool and skin.

1.8 ORGANIZATIONAL STRUCTURE



MINISTRY OF CHIFTAINCY AND RELIGIOUS AFFAIRS
STAFF STRENGTH

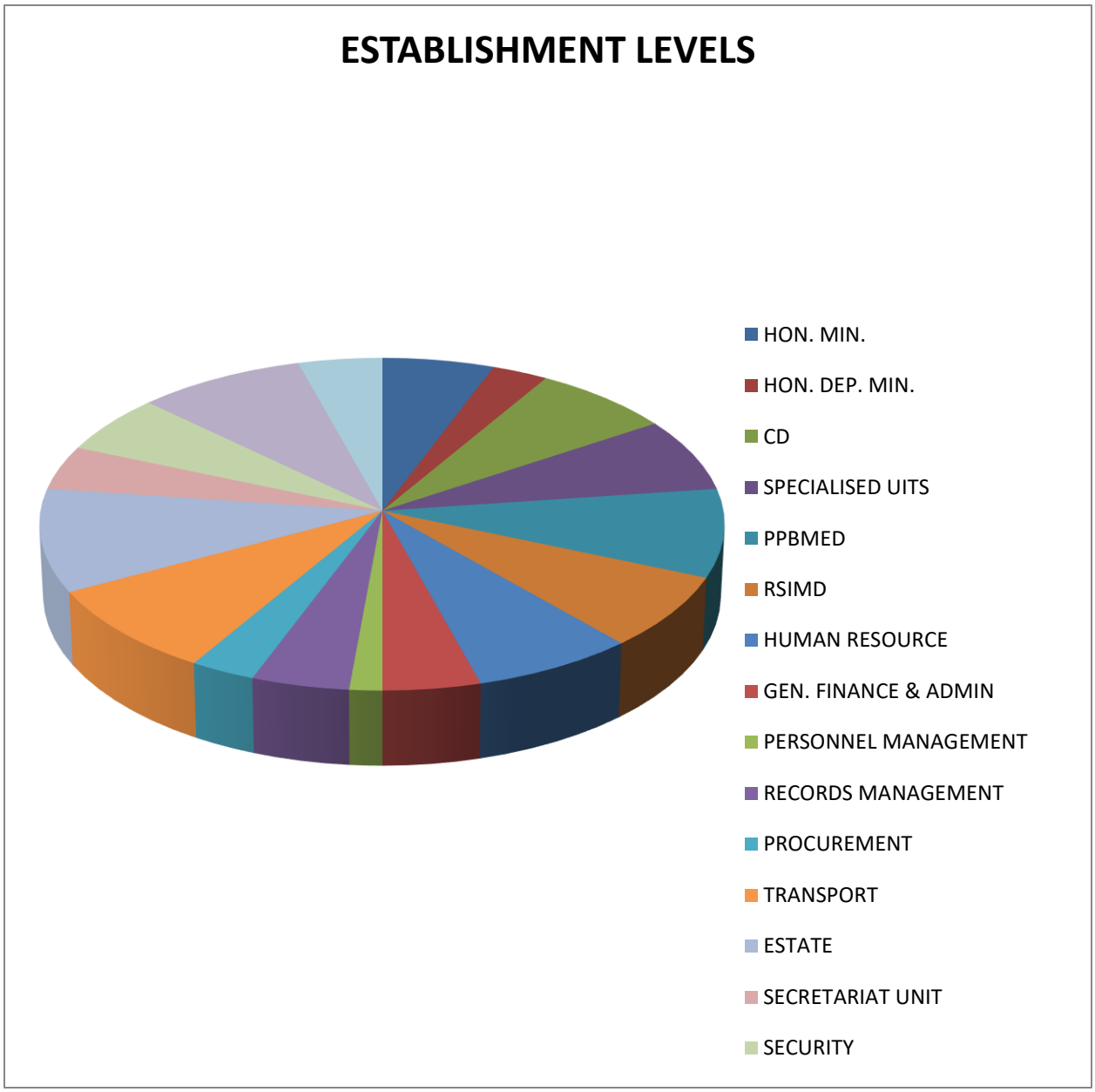
UNITS	Job Grade	Establishment Levels	Existing	Gap
SECRETARIAT OF THE HON. MINISTER	Assistant Director	1	0	1
	Senior Private Secretary	1	1	0
	Records Officer	1	1	0
	Driver	1	1	0
	Sub-Total	**4**	**3**	**1**
SECRETARIAT OF THE HON. DEPUTY MINISTER	Private Secretary	1	1	0
	Driver	1	1	0
	Sub-Total	**2**	**2**	**0**
SECRETARIAT OF THE CHIEF DIRECTOR	Chief Director	1	1	0
	Assistant Director I	1	0	1
	Private Secretary	1	1	0
	Records Officer	1	1	0
	Driver Grade I	1	1	0
	Sub-Total	**5**	**4**	**1**
SPECIALISED UNITS	**CLIENT SERVICE UNIT**			
	Asst. Director I/Analogous grade	1	0	1
	INTERNAL AUDIT UNIT			
	Chief /Principal Internal Auditor	1	0	1
	Senior Internal Auditor	1	1	0
	Assistant Internal Auditor	1	1	0
	PUBLIC AFFAIRS UNIT			
	Principal/Senior Public Relations Officer	1	0	1
	Asst. Public Relations Officer	1	0	1
	Sub-Total	**6**	**2**	**4**
POLICY PLANNING BUDGETING MONITORING &	Director / Analogous grade	1	1	0
	Secretary	1	1	0

UNITS	Job Grade	Establishment Levels	Existing	Gap
EVALUTION DIRECTORATE (PPBMED)	**Policy Planning**			
	Deputy Director/Analogous Grade	1	0	1
	Assist Director I/ Analogous Grade	1	0	1
	Assist Director IIA/IIB Analogous GD	1	0	1
	Planning & Budgeting Unit			
	Senior Budget Analyst / Analogous grade	1	0	1
	Monitoring and Evaluation			
	Assistant Director IIA/IIB Analogous grade	1	1	0
	Sub-Total	**7**	**3**	**4**
RESEARCH, STATISTICS AND INFORMATION MANAGEMENT DIRECTORATE	Director	1	0	1
	Research & Statistics Unit			
	Senior Research Officer	2	2	0
	Research Officer	1	1	0
	Information Management Unit			
	Senior/ IT/IM Officer	1	1	0
	Assistant IT/IM Officer	2	2	0
	Sub-Total	**6**	**6**	**0**
HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT DIRECTORATE	Director	1	1	0
	Secretary	1	1	0
	HR Planning Unit			
	Assistant Director I	1	0	1
	Training & Development			
	Deputy Director	1	0	1
	Assistant Director IIA / IIB	1	1	0
	Performance Management Unit			
	Assistant Director I	1	1	0
	Sub-Total	**6**	**4**	**2**

UNITS	Job Grade	Establishment Levels	Existing	Gap
GENERAL ADMINISTRATION & FINANCE DIRECTORATE				
	Director	1	1	0
	Assistant Director I	1	1	0
	Secretary	1	1	0
	Sub-Total	**3**	**3**	**0**
	RECORDS MANAGEMENT			
	Senior / Records Officer	1	1	0
	Chief Records Supervisor	1	1	0
	Records Supervisor	1	0	1
	Sub-Total	**3**	**2**	**1**
	PROCUREMENT/ STORES			
	Principal Procurement and Supply Officer	1	1	0
	Procurement and supply Officer	1	1	0
	Total	**2**	**2**	**0**
	TRANSPORT			
	Assistant Transport Officer	1	1	0
	Yard Foreman	2	0	2
	Driver Grade II / III	2	1	1
	Dispatch Rider	1	0	1
	Total	**6**	**2**	**4**
	ESTATE			
	Higher Executive Officer	1	1	0
	Labourer	3	2	1
	Cleaners	5	2	3
	Sub-Total	**9**	**5**	**4**
	SECRETARIAL UNIT			
	Private Secretary	1	1	0
	Stenographer secretary	2	2	0

UNITS	Job Grade	Establishment Levels	Existing	Gap
	Sub-Total	**3**	**3**	**0**
	SECURITY			
	Head Watchman	1	0	1
	Day Watchman	1	0	1
	Night Watchman	2	0	2
	Sub-Total	**4**	**0**	**4**
FINANCE SECTION	Chief Accountant	1	1	0
	Senior Accountant	3	3	0
	Asst. Accountant	1	0	1
	TREASURY			
	Principal Accountant	1	1	0
	Accountant	1	0	1
	Stenographer Secretary	1	1	0
	Sub-Total	**8**	**6**	**2**
CHIEFTAINCY AND RELIGIOUS AFFAIRS DIRECTORATE	Director / Analogous grade	1	0	1
	Chieftaincy Affairs			
	Deputy Director/Analogous Grade	1	0	1
	Assistant Director I / Analogous Grade	1	0	1
	Assist Director IIA/IIB/Analogous Grade	2	2	0
	Sub-Total	**4**	**2**	**2**
	Religious Affairs			
	Deputy Director/Analogous Grade	1	0	1
	Assist Director I/Analogous Grade	1	0	1
	Assist Director II(A/B/Analogous Grade	1	0	1
	Sub-Total	**3**	**0**	**3**
GRAND TOTAL		**81**	**52**	**29**

1.10 REPRESENTATION OF STAFF LEVELS ON THE PIE CHART



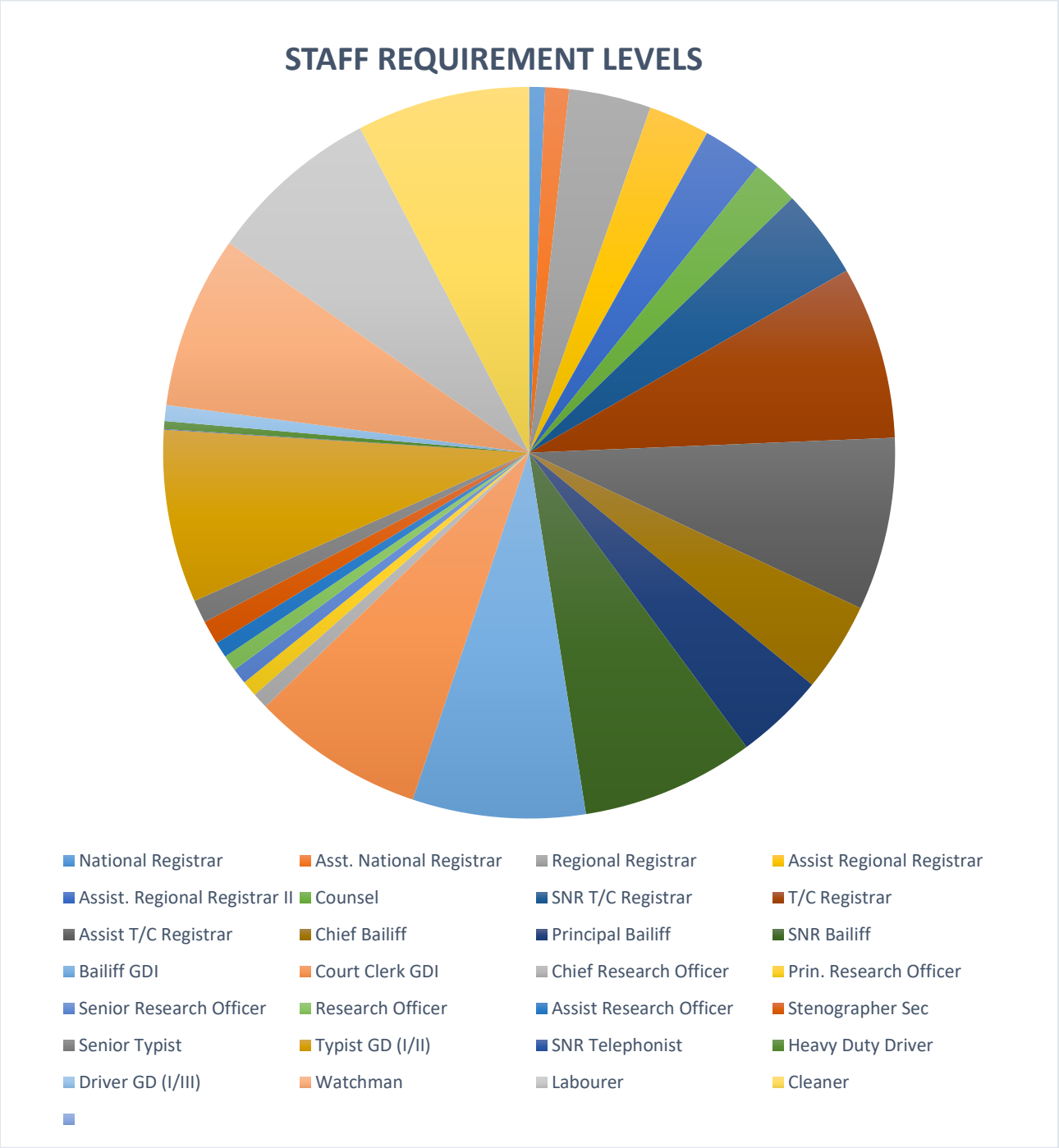
MINISTRY OF CHIFTAINCY AND RELIGIOUS AFFAIRS

Table 1.11 STAFF REQUIRED FOR 2018-2021 BY GRADE

S/N	GRADE	NHC	ARHC	BARHC	CRHC	ERHC	GARHC	NRHC	UERHC	UWRHC	VRHC	WRHC	TOTAL
1.	National Registrar	2	2	2	2	2	2	2	2	2	2	2	**22**
2.	Asst. National Registrar	3	3	3	3	3	3	3	3	3	3	3	**33**
3.	Regional Registrar	3	13	20	13	7	8	5	10	13	11	11	**114**
4.	Assist Regional Registrar	5	10	15	10	5	5	4	5	10	8	8	**85**
5.	Assist. Regional Registrar II	3	10	15	10	5	5	4	5	10	8	8	**83**
6.	Counsel	4	6	6	6	6	6	6	6	6	6	6	**64**
7.	SNR T/C Registrar	2	18	24	17	6	7	3	9	16	11	11	**124**
8.	T/C Registrar	3	35	48	33	11	13	5	17	32	21	22	**240**
9.	Assist T/C Registrar	3	35	48	33	11	13	5	17	32	21	22	**240**
10.	Chief Bailiff	2	18	24	17	6	7	3	9	16	11	11	**124**
11.	Principal Bailiff	2	18	24	17	6	7	3	9	16	11	11	**124**
12.	SNR Bailiff	3	35	48	33	11	13	5	17	32	21	22	**240**
13.	Bailiff GDI	3	35	48	33	11	13	5	17	32	21	22	**240**
14.	Court Clerk GDI	3	35	48	33	11	13	5	17	32	21	22	**240**

15.	Chief Research Officer	2	2	2	2	2	2	2	2	2	2	2	**22**
16.	Prin. Research Officer	2	2	2	2	2	2	2	2	2	2	2	**22**
17.	Senior Research Officer	2	2	2	2	2	2	2	2	2	2	2	**22**
18.	Research Officer	2	2	2	2	2	2	2	2	2	2	2	**22**
19.	Assist Research Officer	2	2	2	2	2	2	2	2	2	2	2	**22**
20.	Stenographer Sec	3	3	3	3	3	3	3	3	3	3	3	**33**
21.	Senior Typist	2	3	3	3	3	3	3	3	3	3	3	**32**
22.	Typist GD (I/II)	3	35	48	33	11	13	5	17	32	21	22	**240**
23.	SNR Telephonist	0	1	0	0	0	0	0	0	0	0	0	**1**
24.	Heavy Duty Driver	1	1	1	1	1	1	1	1	1	1	1	**11**
25.	Driver GD (I/III)	2	2	2	2	2	2	2	2	2	2	2	**22**
26.	Watchman	3	35	48	33	11	13	5	17	32	21	22	**240**
27.	Labourer	3	35	48	33	11	13	5	17	32	21	22	**240**
28.	Cleaner	3	35	48	33	11	13	5	17	32	21	22	**240**
	GRAND TOTAL	**71**	**433**	**584**	**411**	**164**	**186**	**107**	**230**	**369**	**279**	**288**	**3,122**

1.12 REPRESENTATION OF STAFF LEVELS FROM THE VARIOUS REGIONAL HOUSES OF CHIEFS ON THE PIE CHART 2018



1.13 ANALYSIS ON THE LEVELS OF STAFF STRENGTH FROM THE VARIOUS REGIONAL HOUSES OF CHIEFS ON THE PIE CHART

The complete staff lists of MCRA and staff distribution are captured in Appendix 1 and 2 to this report. As at 31st December 2017 the staff strength of the ministry stood at Six Hundred and Seventy -two (672) made of the following

Unit	No Of Staff
Main Ministry (headquarters)	47
Western Regional House of Chiefs	70
Northern Regional House of Chiefs	27
Upper East Regional House of Chiefs	23
Brong Ahafo Regional House of Chiefs	119
Upper West Regional House of Chiefs	36
Volta Regional House of Chiefs	46
Central Regional House of Chiefs	67
Ashanti Regional House of Chiefs	91
Eastern Regional House of Chiefs	52
Greater Accra Regional House of Chiefs	72
National Regional House of Chiefs	22
TOTAL	**672**

1.14 Sex Distribution

The sex distribution of MCRA consists of Three Hundred and Seventy-five (375) Males, representing 55.80% and Three Hundred and One (297) females, representing 44.20%

1.15 Age Distribution

The age distribution of staff of MCRA is skewed towards the aged. 229 (34.07%) of the total staff are between 51 to 60 years and 104 (15.48%) are between 20 to 30 years. Those over sixty years are the ones on contract and some of the counsels who are above sixty- six years because their compulsory retiring age is Sixty – six years

1.16 Members of Senior Staff and Junior Staff

403 (60%) of the staff are junior staff and only 269 (40%) are Senior Staff.171 (63.57%) of the senior staff are males whiles 98 (36.43%) are females

1.17 Recruitment

The Head of Civil Service (OHCS) and Ministry of Finance (MOF) gave approval for the Ministry to replace forty–five (42) Officers who left the Ministry through compulsory retirement, resignation, death, vacation of post. The forty –two (42) new entrants were posted to the various Regional Houses of Chiefs to augment their staff strength. However, the MOF did not approve of all the request submitted to them for financial clearance to replace staff. Details of the staff recruited is attached as Appendix 2A

1.18 Promotion

Sixteen (16) officers were promoted through examination conducted by the PSC and CSTC, Accra: conversions and upgrading. The Ministry was not able to conduct promotions interviews during the year under reviews due to financial constraints. (List of officers who were promoted is attached as Appendix 2B.

1.19 Secondment

Two (2) officers are on secondment to the Youth Enterprise Support (YES) for two (2) years in the first instance (with effect from April, 2015), subject to a renewal of one year. Details are shown in appendix 2d attached.

1.20 Contract Appointment

As at 31st December 2016 five (5) officers were on contract appointments. The list is attached as appendix 2e

1.21 Leave

At the beginning of 2016 the Ministry's head office and the various Houses of Chiefs prepared their leaves rosters for all staff which were implemented at the course of the year. Details are shown in Appendix 2f.

1.22 Staff Exit

According to the Ministry's records Forty- Five (45) employees left the Ministry and the Civil Service as a whole due to compulsory retirement, death and vacation of post. The list of exited staff is attached to appendix 2g

1.22.1 Type of Exit	No. of Persons
• Compulsory Retirement	_ 32
• Resignation	_ 2
• Death	_ 11

Details are shown in Appendix 2G.

1.23 Postings

Apart from the 42 officers who were recruited and posted to the various Houses of Chiefs, Nine (9) officers were posted from the Ministry to other MDAs. Seven (7) Officers were also posted to the Ministry from other MDAs. There were also few intra / inter Houses of Chiefs postings of staff. The list of Staff posted is attached as Appendix 2c

1.24 Training

In order to improve the performance of Officers at the Head Office some Offices were selected to attend Scheme of Service Training Programmes, workshops etc. The various Regional Houses also organize in-house training Programmes on Conflict resolutions, record keeping and management, the chieftaincy Act etc. for their staff. The Ministry also organized two various workshops for all the Registrars of the Houses of Chiefs. One was held at Koforidua and the other was held in Sekondi. The topics covered were the Chieftaincy Act and Civil service Rules and Regulations. Participants also discussed practical cases from their various Houses. The Ministry also organized series of Training Workshops for all Assistant Regional Registrars in all the Houses of Chiefs. The officers were grouped into four (4) zones as follows:

1.24.1 House of Chiefs	Venue	Date
Greater Accra and Volta	Accra	12/10/2016
Central, Eastern and Western	Cape Coast	21/10/2016
Ashanti and National	Kumasi	11/11/2016
Upper east & west, Northern and Brong Ahafo	Tamale	24-25/11/2016

The aim of the workshops was to sharpen the skills of the Registrars in Chieftaincy Administration and the Civil Service Rules and Regulations to enhance the efficiency and effectiveness of the officers. Details of the Training and Development is attached as appendix 3

1.25 Office Accommodation

MCRA is accommodated temporarily at the western wing of the State House building. This portion of the building has not been rehabilitated for so many years, resulting in the deterioration of the building. The building leaks with a slight rain affecting smooth work and destruction of office equipment and materials. The windows, doors and plumbing system are in bad state. In a move to address the foregoing, the Ministry of Works and Housing allocated bungalow no. 31, 6th Avenue Ridge, Accra to this Ministry for renovation and conversion into offices. Work is currently on – going. It is envisaged that after the rehabilitation, the number of offices will not be adequate for the existing number of staff. In the medium to long term the Ministry has to make provision for the construction of permanent office complex on the available land to accommodate the staff.

Similarly, Houses of Chiefs and Traditional Council offices are inadequate and not in good condition. Most Traditional Councils are within the palaces of Traditional Authorities therefore hampering effective workflow. The Ministry is putting measures in place to provide office accommodation and renovate the existing structures.

1.26 Office Equipment

The office equipment of the Ministry, Houses of Chiefs and Traditional Councils i.e. computers, printers, accessories, photocopiers, Air-conditioners, among others are obsolete and inadequate. The Ministry would like to provide modern office equipment and accessories in place of the old ones.

1.27 ANALYSIS OF CROSS CUTTING ISSUES

1.27.1 ENVIRONMENT

The activities of illegal mining and its destructive tendencies on the environment is a source of worry to the Chiefs who happen to be the custodians of our land. Polluted water bodies and inadequate provision of potable water raises challenges for the government in its effort to develop the Sector to enhance its contribution to national growth. In their bid to deal with this problem, Traditional Authorities have led campaigns to fight environmental degradation. The Inter-Ministerial Committee on Illegal Mining in conjunction with MCRA organized workshops to educate people within traditional areas affected by activities of illegal miners on the need to maintain a sustainable environment.

1.27.2 VULNERABILITY

Social groupings have specific traditional practices and beliefs, some of which are beneficial to all members, while others are harmful to a specific group, such as women and children. Practices that have been found to be detrimental to the women folk include detention of alleged witches in camps, female genital mutilation and harmful widowhood rites. Despite their harmful nature and their violation of human rights laws, a number of reasons are given for their persistence. Examples of such reasons include; the practice of morality, rich cultural heritage, social integration and spiritual implications.

Networks of civil society and human right groups have carried out various activities such as campaigns, advocacy and sensitization workshops to halt harmful customary practices. Article 272 (c) of the 1992 Constitution gives the National House of Chiefs the onus to undertake the progressive study, interpretation and codification of customary law and to evaluate the traditional customs and usages with a view to eliminating those customs and usages that are outmoded and socially harmful. In view of this, the National House of Chiefs, under the auspices of the Ministry of Chieftaincy and Religious Affairs carried out a project entitled Elimination of Harmful Traditional Practices in 2014. The first phase of the project was to conduct research on the practices identified above and produce a report on the research findings.

1.28 Key Development Issues

The key development challenges/issues/gaps that the Ministry and its departments encountered during the implementation of the Ghana Shared Growth Development Agenda (GSGDA) II, 2014 – 2017, include the following:

1. Lack of permanent Office accommodation for the Ministry and some of its departments
2. Deplorable state of the temporary office and residential accommodation for the Ministry and its departments
3. Insufficient Manpower
4. Inadequate office machinery, equipment and transport for effective service delivery
5. Inadequate financial support for the adjudication of Chieftaincy disputes.
6. Inability to pass Legislative Instruments on 11 draft Lines of Succession to Stools and Skins.
7. Inability to pass Legislative Instruments on Membership of Regional Houses of Chiefs.
8. Inadequate funding to undertake Capacity Building Programmes for Chiefs and Staff of the Ministry
9. Inability to mainstream HIV/AIDS educational Programmes into the Ministry's activities
10. Absence of Monitoring and Evaluation Plan for Programmes and activities.

1.29 Lessons Learnt Which Have Implications for Ensuing Planning Cycle, 2018-2021

The Ministry has taken steps to deal with the problem of office and residential accommodation, which turned out to be a challenge. Steps taken include:

1. Renovation and conversion of bungalow no. 31, 6th Avenue Ridge, Accra into offices for the headquarters.
2. Provision and renovation of office accommodation for the Houses of Chiefs.

MCRA has also planned to:

a. Provide modern office equipment and accessories to enhance service delivery.
b. Recruit staff for the Houses of Chiefs and Traditional Councils.
c. Reduce chieftaincy disputes by: providing funds for Judicial Committees to adjudicate cases, building capacity of traditional authorities in Alternative Dispute Resolution Mechanism, and organizing peace building activities for traditional authorities.
d. Continue with the Project to codify lines of succession to stools and skins.
e. Facilitate the passage of LI on Membership of Regional Houses of Chiefs.
f. Undertake monitoring and evaluation exercises to ensure successful implementation of policies, programmes, projects and operations.

1.30 INVENTORY OF THE ASSETS AND LOGISTICS

Table 1.30.1 - LIST OF OFFICIAL VEHICLES

NO.	TYPE OF VEHICLE	VEHICLE MODEL	VEHICLE MAKE	REGISTRATION NO. & DATE OF REGIS.	CHASIS NO.	SUPPLIER'S INVOICE NO.	ORIGINAL VEHICLE COST	CHEQUE NO. OF PAYMENT	PERIOD OF INSURANCE	ESTIMATED USEFUL LIFE	USER NAME & DESIGN.	STATE/CONDITION OF VEHICLE
1	Nissan	Urvan	Japan	GV 17-14 04/07/14		10v04650 R	63,156.00				Pool	Good
2	Toyota	Camry	Japan	GV 11-14 04/07/14	6TIBF9 FK7CX 407541						Hon. Minister	Good
3	Toyota	Camry	Japan	GV 5-14 04/07/14	6TIBE4 2K66B X07803 5						Director HRM	Good
4	Toyota	Camry	Japan	GV 14-14 04/07/14	6TIBE4 2K5BX 749046						Director (F/A)	Good
5	Toyota	Hilux	South Africa	GV 6-14 04/07/14	AHTFK 22G603 051644						Pool	Good
6	Toyota	Land Cruiser	Japan	GV 15-14 04/07/14	JTECB O9J403 013945						Hon. Minister's Secretariat	Good

7	Nissan	Petrol	Japan	GV 1-14 04/07/14	JNITCSY61Z0564795						Pool	Good
8	Toyota	Avensis	U.K	GV 7-14 04/07/14	SBIB455L-90E078351						Pool	Good
9	Toyota	Prado	Japan	GV 10-14 04/07/14	JTEBX9JIDK111848						Pool	Good
10	Toyota	Hilux	South Africa	GV 18-14 04/07/14	AHTFK22G603051093						Pool	Bad
11	Toyota	Avensis	Japan	GV 51-14 04/07/14	SB1BG76L70E060993						Director PPBME	Good
12	Toyota	Prado	Japan	GV 82-15 04/07/14	JTEBH9FJ5F5087178						Hon. Deputy Minister	Good
13	Toyota	Land cruiser	Japan	ER 435-15 04/07/14	JTMHV09J3E4122643						Hon. Minister	Good
14	Toyota	Land cruiser	Japan	GM 3850-13 04/07/14	JTMHV0936D4096327						Chief Director	Good
15	Nissan	Pick-up	Japan	GN 31907 04/07/14							Pool	Good

16	Nissan	Pick-up	Japan	GN3849-1404/07/14							Research	Good
17	Nissan	Pick-up	Japan	GM 450-14 04/07/14							Pool	Good
18	Motor cycle		Japan	M-11-GT 301 04/07/14							Pool	Good
19	Motor cycle		Japan	M-11-GT 298 04/07/14							Pool	Not in good condition

Conclusion

The ministry fleets of vehicle are old and uneconomical to run and maintain. Thus there is the need to take steps to replace this vehicle to ensure efficient operation of the ministry.

1.31 PERFORMANCE REVIEW

The performance review seeks to inform stakeholders and policy makers on the outcome of the activities and Programmes pursued by the Ministry within the PLAN period 2014- 2017.

It provides analysis of the performance of the Ministry and its department in implementing Programmes and projects under two thematic areas of GSGDA II themes 2014 – 2017, as well as other interventions.

- Human Development, Productivity and Employment
- Transparent Responsive and Accountable Governance

TABLE 1.31.1 - PERFORMANCE REVIEW OF THE MINISTRY FOR 2014 – 2017

Period	**THEMATIC AREA: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	POLICY OBJECTIVES:						
	Programmes	**Sub-Programmes**	**Broad Project/ Activities**	**INDICATORS**			**Remarks**
				Baseline (2013)	**MTDP Target**	**Achievements**	
2014	Management and Administration	Human Resource	Organize capacity building Programmes for all staff	E,G: 13 personnel were trained			
			Provide incentive package for staff (end of year award)				
			Organize recruitment, training and promotions of staff				

Period	**THEMATIC AREA: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	POLICY OBJECTIVES:						
	Programmes	**Sub-Programmes**	**Broad Project/ Activities**	**INDICATORS**			**Remarks**
				Baseline (2013)	**MTDP Target**	**Achievements**	
	Chieftaincy and Traditional Affairs	Dispute Resolution	Settle Chieftaincy disputes by judicial committees of the Houses of Chiefs.				
	Chieftaincy and Traditional Affairs	Dispute Resolution	Data collection and analysis exercise for the codification of lines of succession to Skins/Stools			Not Done	There is existing data on 43 Paramountcies. Focus is on drafting.
	Chieftaincy and Traditional Affairs	Dispute Resolution	Verification/ validation of research report for the codification of lines of succession to Skins/Stools			Not Done	There is existing validated data on 43 Paramountcies. Focus is on drafting.
	Chieftaincy and Traditional Affairs	Customary law	Drafting and passage of 40 LIs on Lines Of Succession To Stools/Skins.			Ministry liaised with MOJAGD to prepare 16 draft L.I's on Lines of Succession to Stools / Skins	

Period	**THEMATIC AREA: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	POLICY OBJECTIVES:						
	Programmes	**Sub-Programmes**	**Broad Project/ Activities**	**INDICATORS**			**Remarks**
				Baseline (2013)	**MTDP Target**	**Achievements**	
	Chieftaincy and Traditional Affairs	Customary law	Data collection and analysis exercise for the ascertainment of customary law project relating to land and family			Training workshop organized for field officers to prepare them for data collection.	
	Chieftaincy and Traditional Affairs	Customary law	Verification/ validation of research report for the ascertainment of customary law project relating to land and family			Not done	There is no available data for validation
	Chieftaincy and Traditional Affairs	Customary law	Codification/ declaration of ascertained rules on Customary land and family law			Not done	Non-existent validated data
	Chieftaincy and Traditional Affairs	Traditional Authority Management	Passage of LI on Membership of Regional Houses of Chiefs.			Ministry liaising with MOJAGD and Parliament for passage of L.I.	

Period	**THEMATIC AREA: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	POLICY OBJECTIVES:						
	Programmes	**Sub-Programmes**	**Broad Project/ Activities**	**INDICATORS**			**Remarks**
				Baseline (2013)	**MTDP Target**	**Achievements**	
	Chieftaincy and Traditional Affairs	Traditional Authority Management	Organize 6 capacity building workshops for queen mothers			Ministry in collaboration with UNICEF held 2-day workshop for queen mothers in the GARHC	
	Chieftaincy and Traditional Affairs	Traditional Authority Management	Organize 4 Chieftaincy and traditional exchange Programmes to showcase Ghana's rich tradition				
	Chieftaincy and Traditional Affairs	Information Management	Participate in National Policy Fair				
	Chieftaincy and Traditional Affairs	Dispute Resolution	Organize 8 workshops on dispute resolution for Traditional Authorities				
	Chieftaincy and Traditional Affairs	Dispute Resolution	Settle 600 Chieftaincy dispute through ADR process by the Houses of Chiefs				

Period	THEMATIC AREA: Human Development, Productivity and Employment Transparent Responsive and Accountable Governance						
	POLICY OBJECTIVES:						
	Programmes	Sub-Programmes	Broad Project/ Activities	INDICATORS			Remarks
				Baseline (2013)	MTDP Target	Achievements	
	Chieftaincy and Traditional Affairs	Customary Law	Carry out a Research project on Elimination of Harmful Traditional Practices			Project launched, inception report prepared, 3 sensitization workshops held	Sensitization workshop is an aspect of the Project that was carried out
		Customary Law	Organize 6 sensitization workshops on the harmful effects of outmoded customary practices.			**N/A**	
		Dispute Resolution	Organize peace building workshops for Queen Mothers				
		Dispute Resolution	Organize capacity building programmes for Chiefs and Queen Mothers towards the integration of Queen Mothers into the Houses of Chiefs.				

TABLE 1.31.2 - PERFORMANCE REVIEW OF THE MINISTRY FOR 2014

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance **Policy Objectives**						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2013)**	**MTDP Target**	**Achievements**	**Remarks**
2014	Management and Administration	Human Resource	Organize capacity building Programmes for all staff	13 personnel were trained			
		Human Resource	Provide incentive package for staff (end of year award)		Not done		
		Human Resource	Organize recruitment, training and promotions of staff		Promotional interviews were held for various Officers.		
	Chieftaincy and Traditional Affairs	Dispute Resolution	Settle Chieftaincy disputes by judicial committees of the Houses of Chiefs.	46		20 disputes were disposed off	

Period	Thematic Area: Human Development, Productivity and Employment Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
Period	**Programmes**	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2013)**	**MTDP Target**	**Achievements**	**Remarks**
	Chieftaincy and Traditional Affairs	Dispute Resolution	Data collection and analysis exercise for the codification of lines of succession to Skins/Stools			Not done	There is existing data on 43 Paramountcies. Focus is on drafting.
		Dispute Resolution	Verification/ validation of research report for the codification of lines of succession to Skins/Stools			Not done	There is existing validated data on 43 Paramountcies. Focus is on drafting.
		Dispute Resolution	Drafting and passage of 40 LIs on Lines Of Succession To Stools And Skins.			Ministry liaised with MOJAGD to make amendments to 5 of the 16 draft L.I's on Lines of Succession to Stools / Skins.	

Period	Thematic Area: Human Development, Productivity and Employment Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
Period	**Programmes**	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2013)**	**MTDP Target**	**Achievements**	**Remarks**
		Customary Law	Data collection and analysis exercise for the ascertainment of customary law project relating to land and family			Training workshop was held for project staff	
		Customary Law	Verification/ validation of research report for the ascertainment of customary law project relating to land and family			Not done	
		Customary Law	Codification/ declaration of ascertained rules on Customary land and family law			Not done	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2013)**	**MTDP Target**	**Achievements**	**Remarks**
		Customary Law	Passage of LI on Membership of Regional Houses of Chiefs.			Ministry liaising with MOJAGD and Parliament for passage of L.I.	
		Traditional Authority Management	Organize 6 capacity building workshops for queen mothers			Ministry in collaboration with UNICEF held consultative meetings with queen mothers	
		Traditional Authority Management	Organize 4 Chieftaincy and traditional exchange programmes to showcase Ghana's rich tradition			Not done	
		Information management	Participate in National Policy Fair			Not done	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2013)**	**MTDP Target**	**Achievements**	**Remarks**
	Chieftaincy and Traditional Affairs	Dispute Resolution	Organize 8 workshops on dispute resolution for Traditional Authorities				
		Dispute Resolution	Settle 600 Chieftaincy dispute through ADR process by the Houses of Chiefs			N/A	TCs did not provide data
	Chieftaincy and Traditional Affairs	Customary Law	Carry out a Research project on Elimination of Harmful Traditional Practices			Project launched	

Period	Thematic Area: Human Development, Productivity and Employment Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
Period	**Programmes**	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2013)**	**MTDP Target**	**Achievements**	**Remarks**
		Customary Law	Organize 6 sensitization workshops on the harmful effects of outmoded customary practices.			Sensitization workshop held in NRHC	
		Dispute Resolution	Organize capacity building Programmes for Chiefs and Queen Mothers towards the integration of Queen Mothers into the Houses of Chiefs.			Not done	

TABLE 1.31.3 - PERFORMANCE REVIEW OF THE MINISTRY FOR 2015

Period	Programmes	Sub- Programmes	Broad Project/ Activities	Indicators			Remarks
				Baseline (2014)	MTDP Target	Achievements	
	Thematic Area: Human Development, Productivity and Employment Transparent Responsive and Accountable Governance						
	Policy Objectives						
2014	Management and Administration	Human Resource	Organize capacity building Programmes for all staff			Capacity building program for 21 staff	
		Human Resource	Provide incentive package for staff (end of year award)			Not done	
		Human Resource	Organize recruitment, training and promotions of staff	Promotional interviews were held for various Officers.		21 new staff recruited 27 staff promoted	
	Chieftaincy and Traditional Affairs	Dispute Resolution	Settle Chieftaincy disputes by judicial committees of the Houses of Chiefs.	20 disputes were disposed off		20	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2014)**	**MTDP Target**	**Achievements**	**Remarks**
	Chieftaincy and Traditional Affairs	Dispute Resolution	Data collection and analysis exercise for the codification of lines of succession to Skins/Stools			N/A	There is existing data on 43 Paramountcies. Focus is on drafting.
		Dispute Resolution	Verification/ validation of research report for the codification of lines of succession to Skins/Stools			N/A	There is existing validated data on 43 Paramountcies. Focus is on drafting.
		Dispute Resolution	Drafting and passage of 40 LIs on Lines Of Succession To Stools And Skins.	Ministry liaised with MOJAGD to make amendments to 5 of the 16 draft L.I's on Lines of Succession		Ministry met with Parliamentary select committee on subsidiary legislation to discuss 11 draft LI's	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2014)**	**MTDP Target**	**Achievements**	**Remarks**
		Customary Law	Data collection and analysis exercise for the ascertainment of customary law project relating to land and family	Training workshop was held for project staff		Data collected in 8 traditional areas.	
		Customary Law	Verification/ validation of research report for the ascertainment of customary law project relating to land and family			N/A	
		Customary Law	Codification/ declaration of ascertained rules on Customary land and family law			N/A	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2014)**	**MTDP Target**	**Achievements**	**Remarks**
		Traditional Authority Management	Passage of LI on Membership of Regional Houses of Chiefs.	Ministry liaising with MOJAGD and Parliament for passage of L.I.		Document before NHC for further discussion and amendment.	
		Traditional Authority Management	Organize 6 capacity building workshops for queen mothers	Ministry in collaboration with UNICEF held consultative meetings with queen mothers		Ministry in collaboration with UNICEF organized consultative meeting for queen mothers in VRHC	
		Traditional Authority Management	Organize 4 Chieftaincy and traditional exchange programmes to showcase Ghana's rich tradition.			Not done	

Period	Thematic Area: Human Development, Productivity and Employment Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2014)**	**MTDP Target**	**Achievements**	**Remarks**
		Information management	Participate in National Policy Fair			Not done	
	Chieftaincy and Traditional Affairs	Dispute Resolution	Organize 8 workshops on dispute resolution for Traditional Authorities			Not done	
		Dispute Resolution	Settle 600 Chieftaincy dispute through ADR process by the Houses of Chiefs			3 cases recorded	
	Chieftaincy and Traditional Affairs	Customary Law	Carry out a Research project on Elimination of Harmful Customary Practices	Project launched		Data collection, verification and preparation of research report	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2014)**	**MTDP Target**	**Achievements**	**Remarks**
		Customary Law	Organize 6 sensitization workshops on the harmful effects of outmoded customary practices.	Sensitization workshop held in NRHC		Workshop held in NRHC, UERHC and UWRHC	
		Dispute Resolution	Organize peace building workshops for Queen Mothers			Not done	
		Traditional Authority Management	Organize capacity building Programmes for Chiefs and Queen Mothers towards the integration of Queen Mothers into the Houses of Chiefs.			Not done	

TABLE 1.31.4 - PERFORMANCE REVIEW OF THE MINISTRY FOR 2016

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2015)**	**MTDP Target**	**Achievements**	**Remarks**
2014	Management and Administration	Human Resource	Organize capacity building Programmes for all staff	Capacity building program for 21 staff		Capacity building program held for 50 staff	
		Human Resource	Provide incentive package for staff (end of year award			Not done	
		Human Resource	Organize recruitment, training and promotions of staff	21 new staff recruited 27 staff promoted		42 new staff recruited 16 staff promoted	
	Chieftaincy and Traditional Affairs	Dispute Resolution	Settle Chieftaincy disputes by judicial committees of the Houses of Chiefs.	20		13	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2015)**	**MTDP Target**	**Achievements**	**Remarks**
	Chieftaincy and Traditional Affairs	Customary Law	Data collection and analysis exercise for the codification of lines of succession to Skins/Stools			N/A	Data of 50 traditional areas have been completed
		Customary Law	Verification/ validation of research report for the codification of lines of succession to Skins/Stools			N/A	50 verified reports already exist to be converted to draft LI's
		Customary Law	Drafting and passage of 40 LIs on Lines Of Succession to Stools and Skins.	Ministry met with Parliamentary select committee on subsidiary legislation to discuss 11 draft LI's		11 draft LI's at the NHC for further consultations with Traditional Areas concerned	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2015)**	**MTDP Target**	**Achievements**	**Remarks**
		Customary Law	Data collection and analysis exercise for the ascertainment of customary law project relating to land and family	Data collected in 8 traditional areas.		N/A	Data collection completed and reports produced
		Dispute Resolution	Verification/ validation of research report for the ascertainment of customary law project relating to land and family			Validation reports carried out in 7 traditional areas	
			Codification/ declaration of ascertained rules on Customary land and family law			N/A	This would be done after all the validation exercises have been completed

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2015)**	**MTDP Target**	**Achievements**	**Remarks**
			Passage of LI on Membership of Regional Houses of Chiefs.	Document before NHC for further discussion and amendment.		Document still before National House for further discussions and ammendments.	
			Organize 6 capacity building workshops for queen mothers	Ministry in collaboration with UNICEF organized consultative meeting for queen mothers in VRHC		UNICEF sponsored workshops were organised in the Central, Brong Ahafo, Upper East and Northern Regions	
			Organize 4 Chieftaincy and traditional exchange Programmes to showcase Ghana's rich tradition			Not Done	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2015)**	**MTDP Target**	**Achievements**	**Remarks**
			Participate in National Policy Fair				
	Chieftaincy and Traditional Affairs	Dispute Resolution	Organize 8 workshops on dispute resolution for Traditional Authorities				
		Dispute Resolution	Settle 600 Chieftaincy dispute through ADR process by the Houses of Chiefs	3 cases recorded	20 cases resolved using ADR		
	Chieftaincy and Traditional Affairs	Customary Law	Carry out a Research project on Elimination of Harmful Customary Practices	Data collection, verification and preparation of research report		N/A	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2015)**	**MTDP Target**	**Achievements**	**Remarks**
		Customary Law	Organize 6 sensitization workshops on the harmful effects of outmoded customary practices.	Workshop held in NRHC, UERHC and UWRHC		N/A	Research process of phase one of the project completed and final report prepared.
		Dispute Resolution	Organize peace building workshops for Queen Mothers			Not Done	
		Dispute Resolution	Organize capacity building workshops for Queen Mothers			Not Done	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2015)**	**MTDP Target**	**Achievements**	**Remarks**
			Organize capacity building Programmes for Chiefs and Queen Mothers towards the integration of Queen Mothers into the Houses of Chiefs.			Not Done	

TABLE 1.31.5 - PERFORMANCE REVIEW OF THE MINISTRY FOR 2017

Period	Thematic Area: Human Development, Productivity and Employment Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2016)**	**MTDP Target**	**Achievements**	**Remarks**
2017	Management and Administration	Human Resource	Organize capacity building Programmes for all staff	Capacity building program held for 50 staff		Training Workshop organized for 28 Senior Officers	
		Human Resource	Provide incentive package for staff (end of year award				
		Human Resource	Organize recruitment, training and promotions of staff	42 new staff recruited 16 staff promoted		Eight (8) Staff sponsored to undergo Scheme of Service Training.	
	Chieftaincy and Traditional Affairs	Dispute Resolution	Settle Chieftaincy disputes by judicial committees of the Houses of Chiefs.	13 Cases settled		30 cases settled	

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2016)**	**MTDP Target**	**Achievements**	**Remarks**
	Chieftaincy and Traditional Affairs	Customary Law	Data collection and analysis exercise for the codification of lines of succession to Skins/Stool				
		Customary Law	Verification/ validation of research report for the codification of lines of succession to Skins/Stools				
		Customary Law	Drafting and passage of 40 LIs on Lines Of Succession to Stools and Skins.				
		Customary Law	Data collection and analysis exercise for the ascertainment of customary law project relating to land and family				

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2016)**	**MTDP Target**	**Achievements**	**Remarks**
		Customary Law	Verification/ validation of research report for the ascertainment of customary law project relating to land and family	Validations carried out in seven(7) traditional Areas		Validation carried out in remaining Traditional Area (1). Both Regional and National Validations were carried out	
		Dispute Resolution	Codification/ declaration of ascertained rules on Customary land and family law			Report completed	
			Passage of LI on Membership of Regional Houses of Chiefs.	Draft LI at NHC for further consultations		Draft LI submitted to AG's Office	
			Organize 6 capacity building workshops for queen mothers			workshops held for Queen Mothers in the Eastern, Greater Accra, Western, Volta and Central Regions	
			Organize 4 Chieftaincy and traditional exchange				

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2016)**	**MTDP Target**	**Achievements**	**Remarks**
			Programmes to showcase Ghana's rich tradition				
			Participate in National Policy Fair				
	Chieftaincy and Traditional Affairs	Dispute Resolution	Organize 8 workshops on dispute resolution for Traditional Authorities				
			Settle 600 Chieftaincy dispute through ADR process by the Houses of Chiefs	20 disputes settled		13 dispute settled	
	Chieftaincy and Traditional Affairs	Customary Law	Carry out a Research project on Elimination of Harmful Customary Practices				
		Customary Law	Organize 6 sensitization workshops on the harmful effects of outmoded customary practices.				

Period	**Thematic Area: Human Development, Productivity and Employment** Transparent Responsive and Accountable Governance						
	Policy Objectives						
				Indicators			
	Programmes	**Sub- Programmes**	**Broad Project/ Activities**	**Baseline (2016)**	**MTDP Target**	**Achievements**	**Remarks**
		Dispute Resolution	Organize peace building workshops for Queen Mothers				
		Dispute Resolution	Organize capacity building workshops for Queen Mothers				
			Organize capacity building Programmes for Chiefs and Queen Mothers towards the integration of Queen Mothers into the Houses of Chiefs.				

TABLE 2. TOTAL RELEASES FROM GOVERNMENT OF GHANA

PERSONNEL EMOLUMENTS (wages and Salaries)							
YEAR	**Requested as Planned**	**Approved as per Ceiling**	**Released**	**Deviation**		**Actual Expenditure**	**Variance**
	A	**B**	**C**	**A - B**	**B - C**	**D**	**C – D**
2014	11,435,040.00	11,435,040.00					
2015	17,524,868.00	17,524,868.00					
2016	18,126,360.00	18,126,360.00					
2017	29,328,790.00	29,328,790.00					

CAPITAL EXPENDITURES / ASSETS							
YEAR	**Requested as Planned**	**Approved as per Ceiling**	**Released**	**Deviation**		**Actual Expenditure**	**Variance**
	A	**B**	**C**	**A - B**	**B - C**	**D**	**C – D**
2014	262,000.00	262,000.00	Nil	0	Nil		
2015	1,362,274.00	1,362,274.00	Nil	0	Nil		
2016	750,000.00	750,000.00	565,609.00	0	184,391.00		
2017	3,000,000.00	3,000,000.00					

GOODS AND SERVICES							
YEAR	**Requested as Planned**	**Approved as per Ceiling**	**Released**	**Deviation**		**Actual Expenditure**	**Variance**
	A	**B**	**C**	**A - B**	**B - C**	**D**	**C – D**
2014	36,662.46	36,662.46	86,890.55	0	-50,228.09		
2015	1,294,249.00	1,294,249.00	564,514.08	0	729,734.92		
2016	670,425.00	670,425.00	462,842.00	0	207,583.00		
2017	2,000,000	2,000,000					

TABLE 3: ALL SOURCES OF FINANCIAL RESOURCES FOR THE MDAs

Sources	2014			2015			2016			2017		
	Planned	**Actual Received**	**Variance**	**Planned**	**Actual Received**	**Variance**	**Planned**	**Actual Received**	**Variance**	**Planned**	**Actual Received**	**Variance**
GOG	11,733, 702.46	11,521, 930.55	211,771.91	20,227, 991.00	18,089, 382.08	2,138, 608.92	19,546, 785.00	19,154, 811.00	391,974	34,328, 790.00		
IGF												
DACFA												
DDF												
UDG												
Development Partners												
GETfund												
Others (please, specify)												
Total												

Table 1.32 - Identified Development Issues under GSGDA II and NMTDPF, 2018-2021

GSGDA II, 2014-2017		NMTDPF, 2018-2021	
THEMATIC AREAS	**ISSUES**	**THEMATIC AREAS**	**ISSUES**
Transparent Responsive and Accountable Governance	Inadequate recognition of the developmental role of the Chieftaincy Institution in national planning.	Governance, Corruption and Public Accountability	Inadequate involvement of traditional authorities in national development
	Weak support mechanism for the Chieftaincy Institution		Weak traditional institutional mechanisms to provide alternative framework for settling chieftaincy disputes
	Chieftaincy disputes and communal conflicts		Communal strife and disunity as a result of leadership succession and land disputes
	Child Abuse and harmful traditional practices		Negative cultural practices
	Prevalence and practice of outmoded customs inimical to the rights of women and girls		Inadequate involvement of religious bodies in national development
	Inadequate representation and participation of women in public life and governance		
Human Development, Productivity and Employment	Lack of comprehensive knowledge of HIV and AIDS / STIs especially among the vulnerable groups	Environment, Infrastructure and Human Settlement	Environmental degradation

			Upsurge in illegal mining (*galamsey)*
			Destruction of forests and farmlands
			Pollution of water bodies

CHAPTER TWO
PRIORITISATION OF DEVELOPMENT ISSUES

2.1 Introduction

This chapter highlights development priorities that need to be embarked on over the 2018 - 2021 period. These priorities are based on the performance review and situational analysis of the issues in relation to MTDPF 2018 –2021.

It also focuses on the Ministry's Potentials, Opportunities, Constraints and Challenges (POCC) in dealing with development issues.

2.2 Identified Issues:

- Inadequate involvement of traditional authorities in national development
- weak traditional and institutional mechanisms to provide alternative framework for settling chieftaincy disputes
- Negative cultural practices
- Communal strife and disunity as a result of leadership succession and land disputes
- Inadequate involvement of Religious bodies in National Development
- Environmental Degradation, Upsurge in illegal mining (Galamsey), Destruction of forests and Farmlands and Pollution of water bodies.

2.3 POCC ANALYSIS

ISSUE TO BE ADDRESSED	POTENTIALS (FROM BASELINE)	OPPORTUNITIES	CONSTRAINTS	CHALLENGES
Inadequate involvement of traditional authorities in national development	Traditional Authorities keen on developing their traditional areas. Capacity Building Workshops for Traditional Authorities	Parliament to pass legislative instruments Article 276 (2) of the 1992 Constitution of the Republic of Ghana	Section 5(1) of the Local Government Act 2016, Act 936	Inadequate funds
CONCLUSION: Traditional Authorities well placed to partake in National Development.				

weak traditional and institutional mechanisms to provide alternative framework for settling chieftaincy disputes	Existence of Judicial committees at the Houses and Traditional councils. The Chieftaincy Act provides for Houses of Chiefs to appoint Counsel to assist Judicial Committees	Services of legal aid. Chieftaincy Act guarantees customary Arbitration	Inadequate Legal Counsel to assist Judicial Committees Unidentified lines of succession to stools and skins	Insufficient funds to adjudicate Chieftaincy dispute Prolonged time in settling disputes. Lack of In-depth knowledge in legal issues among traditional leaders.
CONCLUSION: The existence of Judicial Committees and legal aid can assist the Ministry to address the issues.				
ISSUE TO BE ADDRESSED	**POTENTIALS (FROM BASELINE)**	**OPPORTUNITIES**	**CONSTRAINTS**	**CHALLENGES**
Negative cultural practices	Houses of Chiefs mandated to identify and reduce practices that are harmful. (Article 272 (C) of the 1992 Constitution)	The existence of civil society organizations for advocacy. Collaboration with the Ministry of Gender, Children and Social Protection. The existence of the media.	Difficult to accept the practice as harmful	Lack of funds to carry sensitization activities.
CONCLUSION: Collaboration between Houses of Chiefs, Civil Society and Media to identify and reduce harmful practices.				

Communal strife and disunity as a result of leadership succession and land disputes	Existence of Project on Codification of Lines of Succession to Stools and Skins	Collaboration between the Ministry, OAGMOJ and Parliament.	Unwillingness to codify lines of Succession.	Inadequate funds to tackle the issue.
CONCLUSION: The need to provide funds to carry out Codification of Lines of Succession to Stools and Skins.				
Inadequate involvement of Religious bodies in National Development	Willingness of Religious Leaders to partake in keen National Discourse	Consultation with Religious leaders on National issues.	No policy guideline on how to engage Religious bodies in national development	Lack of awareness creation on Religious bodies (Registration) law of 1989, PNDCL 221
CONCLUSION: The need for a National Policy on Religion to address the issue				
ISSUE TO BE ADDRESSED	**POTENTIALS (FROM BASELINE)**	**OPPORTUNITIES**	**CONSTRAINTS**	**CHALLENGES**
Environmental Degradation, Upsurge in illegal mining (Galamsey), Destruction of forests and Farmlands and Pollution of water bodies.	Willingness of Traditional Authorities to protect the environment.	Collaboration with other Ministries and Stakeholders to protect the environment.	Lack of awareness creation on the effect of environmental degradation. Non-involvement of Traditional Authorities in the formulation of policies on environment	Activities of Political and Traditional actors in the destruction of environment.
CONCLUSION: The need for collaboration between Traditional Authorities and other stakeholders to protect the environment.				

CHAPTER THREE
ADOPTED ISSUES, POLICY OBJECTIVES, AND STRATEGIES

3.1 Introduction:

This Chapter offers information on the Ministry's adopted issues, policy objectives and strategies that will enable the Ministry realize its vision and mission with respect to its functions from 2018-2021.

The issues identified fall under two broad thematic areas. One thematic area is Governance, Corruption and Public Accountability, and the other is Environment, Infrastructure and Human Settlement. The strategies adopted have been linked to targets in the Sustainable Development Goals (SDGs).

Table 3.2 Thematic area, adopted issues, policy objectives and strategies.

THEMATIC AREA	ADOPTED ISSUES	ADOPTED POLICY OBJECTIVES	STRATEGIES
GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY	Inadequate involvement of traditional authorities in national development Weak Traditional Institutional mechanisms to provide alternative framework for settling Chieftaincy disputes.	Improve participation of civil society (media, traditional authorities, religious bodies)in national development	• Strengthen engagement with traditional authorities in development and governance processes **(SDG Targets 16.7, 16.10, 17.14, 17.17)** • Increase support to chieftaincy institutions **(SDG Targets 16.6, 16.a)**

THEMATIC AREA	ADOPTED ISSUES	ADOPTED POLICY OBJECTIVES	STRATEGIES
GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY	Communal strife and disunity as a result of leadership succession and land disputes Negative Cultural Practices	Improve participation of civil society (media, traditional authorities, religious bodies)in national development	• Continue the implementation of chieftaincy line of succession documentation **(SDG Targets 16.6, 16.a)** • Involve traditional authorities in reform of negative cultural practices **(SDG Targets 16.6,16.7, 16.a)**
	Inadequate involvement of religious bodies in national development		• Build capacity of religious bodies to promote religious tolerance **(SDG Targets 16.7, 16.10, 17.14, 17.17)** • Promote coordinated action involving religious bodies to ensure that there is respect for authority, honesty and integrity **(SDG Targets 16.7, 16.10, 17.14, 17.17)** • Engage religious bodies in the formulation and implementation of development programmes and projects. **(SDG Targets 16.7, 16.10, 17.14, 17.17)**

THEMATIC AREA	ADOPTED ISSUES	ADOPTED POLICY OBJECTIVES	STRATEGIES
ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT	Environmental degradation Upsurge in illegal mining (*galamsey*) Destruction of forests and Farmlands Pollution of water bodies	Ensure sustainable extraction of mineral resources	• Develop and implement a Multilateral Mining Integration Project (MMIP) to address the menace of illegal and unsustainable mining. **(SDG Targets 15.1, 15.3, 15.4, 15.5, 15.9)**

CHAPTER FOUR

DEVELOPMENT PROGRAMMES AND SUB-PROGRAMMES

4.1 Introduction:

This chapter offers detailed information on the various Programmes and activities identified for execution during the medium term 2018 to 2021. Adopted policy objectives have been linked to the Programme Based Budgeting (PBB). The adopted policy objectives and adopted strategies to tackle the development issues identified, have been linked to the Ministry's Programmes, Sub-Programmes and Projects. This Chapter also contains the Ministry's Programme of Action for the four year period (2018-2021). In the Programme of Action, Outcome/Impact Indicators have been provided for the Ministry's Projects/Activities, as well as the indicative budget and implementing agencies.

Part A focuses on linking the Policy Objectives to the Programme Based Budgeting whilst Part B looks at the Programme of Action.

4.2 Adopted Issues:

The issues to be addressed within the Plan period 2018 -2021 include:

- Inadequate involvement of traditional authorities in national development
- Communal strife and disunity as a result of leadership succession and land disputes
- Inadequate involvement of religious bodies in national development
- Environmental degradation
- Upsurge in illegal mining (*galamsey*)
- Destruction of forests and farmlands
- Pollution of water bodies
- Negative cultural practices of traditional authority
- Lack of transparency and accountability in payment of royalties
- Weak traditional institutional mechanisms to provide alternative framework for settling chieftaincy disputes
- Chemical pollution from illegal mining

Table 4.3 PART A- LINKING THE POLICY OBJECTIVES TO THE PROGRAMME BASED BUDGETING

Adopted Issues	Adopted Policy Objectives	Adopted Strategies	Programmes	Sub-Programmes	Projects
Inadequate involvement of traditional authorities in national development	Improve participation of civil society (media, Traditional authorities, religious bodies) in national development	Strengthen engagement with traditional authorities in development and governance processes **(SDG Targets 16.7, 16.10, 17.14, 17.17)**	Management and Administration	General Administration and Finance	Conduct General Administrative duties
					Procurement
					Research, Statistics and Information Management
				Human Resource	Undertake Human Resource Management
				Policy, Planning, Budgeting, Monitoring and Evaluation	Undertake Policy Planning, Budgeting, Monitoring and Evaluation
				Internal Audit	Conduct Internal Audit
			Chieftaincy and Religious Affairs	Traditional Authority Management	Sensitize Traditional Authorities to take keen interest in National development

Adopted Issues	Adopted Policy Objectives	Adopted Strategies	Programmes	Sub-Programmes	Projects
			Chieftaincy and Religious Affairs	Traditional Authority Management	Sensitize Traditional Authorities to repackage festivals
					Empower traditional authorities to take active part in implementation of the Chieftaincy Act and Law on Child Labour
		Increase support to chieftaincy Institutions **(SDG Targets 16.6, 16.a)**			Provide Modern Infrastructure and logistics for the Chieftaincy institution
					Provide Human Resource for the Traditional Councils
					Creation of Regional Houses of Chiefs in the newly created Regions.
Communal strife and disunity as a result of leadership succession and land disputes		Continue the implementation of chieftaincy line of succession documentation **(SDG Targets 16.6, 16.a)**		Customary Law	Codification of Lines of Succession to Stools and Skins
					Profile Customary land ownership in Ghana

Adopted Issues	Adopted Policy Objectives	Adopted Strategies	Programmes	Sub-Programmes	Projects
			Chieftaincy and Religious Affairs	Customary Law	Passage of LI on Membership of Regional Houses of Chiefs.
Weak traditional institutional mechanisms to provide alternative framework for settling chieftaincy disputes		Increase support to chieftaincy Institutions **(SDG Targets 16.6, 16.a)**		Dispute Resolution	Settlement of Cases through Judicial Processes
					Alternative Dispute Resolution
Negative cultural practices		Involve traditional authorities in reform of negative cultural practices **(SDG Targets 16.6,16.7, 16.a)**		Customary Law	Elimination of Harmful Customary Practices
Inadequate involvement of religious bodies in national development		Promote coordinated action involving religious bodies to ensure that there is respect for authority, honesty and integrity **(SDG Targets 16.7, 16.10, 17.14, 17.17)**		Religious Affairs	Develop and Strengthen inter faith coexistence for peace and national development
					Religious Pilgrimage

Adopted Issues	Adopted Policy Objectives	Adopted Strategies	Programmes	Sub-Programmes	Projects
Environmental degradation	Ensure sustainable extraction of mineral resources	Develop and implement a Multilateral Mining Integration Project (MMIP) to address the menace of illegal and unsustainable mining **(SDG Targets 15.1, 15.3, 15.4, 15.5, 15.9)**	Chieftaincy and Religious Affairs	Traditional Authority Management	Sensitize Traditional Authorities on afforestation, greening, Land tenure system and environmental protection
Upsurge in illegal mining (*galamsey*)					
Destruction of forests and Farmlands					
Pollution of water bodies					

Table 4.3 PART B - PROGRAMME OF ACTION (2018-2021)

THEMATIC AREA: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY **Adopted Policy objective: Improve participation of civil society (Media, Traditional Authorities, Religious bodies) in national development**											
Adopted Strategies	**Programmes/ Sub-programs**	**Projects/ activities**	**Outcome/ impact indicators**	**Time frame**				**Indicative budget**		**Implementing Agencies**	
				2018	**2019**	**2020**	**2021**	**GoG**	**IGF**	**Lead**	**Collaborating**
Strengthen engagement with traditional authorities in development and governance processes **(SDG Targets 16.7, 16.10, 17.14, 17.17)**	Management and Administration	Conduct General Administration and Finance		**x**	**x**	**x**	**x**			MCRA	
		Procurement		**x**	**x**	**x**	**x**				
		Research, Statistics and Information Management		**x**	**x**	**x**	**x**				
		Undertake Human Resource Mgt		**x**	**x**	**x**	**x**				OHCS PSC
		Undertake Policy, Planning, Budgeting, Monitoring and Evaluation		**x**	**x**	**x**	**x**				NDPC MOF
		Conduct Internal Audit		**x**	**x**	**x**	**x**				Internal Audit Agency.

Adopted Strategies	Programmes/ Sub-programs	Projects/ activities	Outcome/ impact indicators	Time frame				Indicative budget		Implementing Agencies	
				2018	2019	2020	2021	GoG	IGF	Lead	Collaborating
Strengthen engagement with traditional authorities in development and governance processes **(SDG Targets 16.7, 16.10, 17.14, 17.17)**	Traditional Authority Management	Sensitize Traditional Authorities to take keen interest in National development	Traditional values and norms inculcated	**x**	**x**	**x**	**x**			MCRA	MMDAs Local Gov't Service NDPC
	Traditional Authority Management	Sensitize Traditional Authorities to repackage festivals	Festivals repackaged		**x**	**x**	**x**				Tourism, Media, MOTI, TELCOs UNESCO
Continue the implementation of chieftaincy line of succession documentation. **(SDG Targets 16.6, 16.a)**	Customary Law	Codification of Lines of Succession to Stools and Skins	Chieftaincy Succession disputes reduced.	**x**	**x**	**x**	**x**			MCRA	OAGMOJ Parliament House
		Profile Customary land ownership in Ghana	Traditional Areas profiled		**x**	**x**	**x**			MCRA	Lands Commission OASL
		Passage of LI on Membership of Regional Houses of Chiefs.	Membership of Regional Houses determined		**x**	**x**				MCRA	OAGMOJ Parliament House

Adopted Strategies	Programmes/ Sub-programs	Projects/ activities	Outcome/ impact indicators	Time frame				Indicative budget		Implementing Agencies	
				2018	2019	2020	2021	GoG	IGF	Lead	Collaborating
Increase support to chieftaincy institutions **(SDG Targets 16.6, 16.a)**	Dispute Resolution	Settlement of Cases through Judicial Processes	Chieftaincy disputes reduced	**x**	**x**	**x**	**x**			MCRA	
		Alternative Dispute Resolution	Chieftaincy disputes reduced	**x**	**x**	**x**	**x**				
	Traditional Authority Management	Provide Human Resource, Modern Infrastructure and logistics for Chieftaincy institutions	Service delivery improved	**x**	**x**	**x**	**x**				MOF, OHCS
Increase support to chieftaincy Institutions **(SDG Targets 16.6, 16.a)**	Traditional Authority Management	Creation of Regional Houses of Chiefs in the newly created Regions.	Service delivery improved		**x**	**x**	**x**				MOF

Adopted Strategies	Programmes/ Sub-programs	Projects/ activities	Outcome/ impact indicators	Time frame				Indicative budget		Implementing Agencies	
				2018	2019	2020	2021	GoG	IGF	Lead	Collaborating
Involve traditional authorities in reform of negative cultural practices. **(SDG Targets 16.6,16.7, 16.a)**	Customary Law	Elimination of Harmful Customary Practices	Harmful Practices minimized	**x**	**x**	**x**	**x**			MCRA	MOGCSP UNICEF ACTION AID USAID
Promote coordinated action involving religious bodies to ensure that there is respect for authority, honesty and integrity **(SDG Targets 16.7, 16.10, 17.14, 17.17)**	Religious Affairs	Develop and Strengthen inter faith coexistence for peace and national development	Peaceful co-existence of religious bodies	**x**	**x**	**x**	**x**				Religious bodies
		Religious Pilgrimage	Religious faith strengthened		**x**	**x**					

THEMATIC AREA: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT **Adopted Policy objective: Ensure sustainable extraction of mineral resources**											
Adopted strategies	**Programmes/ Sub-programs**	**Projects/ activities**	**Outcome/ impact indicators**	**Time frame**				**Indicative budget**		**Implementing Agencies**	
				2018	**2019**	**2020**	**2021**	**GoG**	**IGF**	**Lead**	**Collaborating**
Develop and implement a Multilateral Mining Integration Project (MMIP) to address the menace of illegal and unsustainable mining. **(SDG Targets 15.1, 15.3, 15.4, 15.5, 15.9)**	Traditional Authority Management	Sensitize Traditional Authorities on afforestation, greening, Land tenure system and environmental protection	Harmful activities on environment reduced	**x**	**x**	**x**	**x**			MCRA	MLNR, Forestry Commission, Minerals Commission, Media

Table 4.5 INDICATIVE FINANCIAL STRATEGY

Programme / Sub Programme	Total Cost 2018-2021 (GH₵'000)	Expected Revenue						Summary of Resource Mobilization Strategy	Alternative Course of Action
		GOG (GH₵'000)	IGF	Donor	Others	Total Revenue (GH₵'000)	Gap		
Management and Administration	**48,280**	**48,280**				**48,280**			
General Administration and Finance	24,370	24,370				24,370			
Human Resource	8,600	8,600				8,600			
Policy; Planning; Budgeting; Monitoring and Evaluation	14,000	14,000				14,000			
Internal Audit	1,310	1,310				1,310			
Chieftaincy and Religious Affairs	**64,470**	**64,470**				**64,470**			
Customary Law	5,150	5,150				5,150			
Traditional Authority Management	42,390	42,390				42,390			
Dispute Resolution	12,430	12,430				12,430			
Religious Affairs	4,500	4,500				4,500			

CHAPTER FIVE

ANNUAL ACTION PLAN

5.1 Introduction:

Chapter Five, looks at the Sector's Annual Actions Plans for 2018, 2019, 2020 and 2021. Each plan has outlined the Ministry's project, activities, location, baseline, output indicators, quarterly time schedule, indicative budget, Implementing Strategies and implementing agencies.

5.2 Implementing Strategies

- Strengthen engagement with traditional authorities in development and governance processes **(SDG Targets 16.7, 16.10, 17.14, 17.17)**
- Increase support to chieftaincy institutions **(SDG Targets 16.6, 16.a)**
- Strengthen National and Regional Houses of Chiefs to promote development **(SDG Targets 16.6, 16.a)**
- Continue the implementation of chieftaincy line of succession documentation**(SDG Targets 16.6, 16.a)**
- Involve traditional authorities in reform of negative cultural practices **(SDG Targets 16.6, 16.7, 16.a)**
- Build capacity of religious bodies to promote religious tolerance **(SDG Targets 16.7, 16.10, 17.14, 17.17)**
- Promote coordinated action involving religious bodies to ensure that there is respect for authority, honesty and integrity **(SDG Targets 16.7, 16.10, 17.14, 17.17)**
- Engage religious bodies in the formulation and implementation of development programmes and projects. **(SDG Targets 16.7, 16.10, 17.14, 17.17)**
- Develop and implement a Multilateral Mining Integration Project (MMIP) to address the menace of illegal and unsustainable mining **(SDG Targets 15.1, 15.3, 15.4, 15.5, 15.9)**
- Support the national house of chiefs to codify and systematize traditional laws and culture
- Ensure prompt payment of royalties' due chiefs, queen mothers and traditional councils
- Provide support to the institution of chieftaincy in the performance of their duties, their evolution and further modernization.
- Support the national house of chiefs to codify and systematize traditional laws and culture
- Strengthen the regional houses of chiefs
- Protect sensitive areas from pollution and contamination

Table 5.3 ANNUAL ACTION PLAN 2018

	Thematic Area: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY **Adopted Policy Objectives: Improve participation of Civil Society (Media, Traditional Authorities, Religious Bodies) in National Development**											
Projects	**Activities (Operations)**	**Location**	**Baseline**	**Output Indicators**	**Quarterly Time Schedule**				**Indicative Budget (GH₵'000)**		**Implementing Agencies**	
					1st	**2nd**	**3rd**	**4th**	**GoG**	**DPs**	**Lead**	**Collaborating**
Conduct General Administration & Finance	Undertake sanitation and waste management	Head office		Report	x	x	x	x	50		MCRA	
	Conduct Internal Management of the Organization	Head office		Report	x	x	x	x	500			
	Review Management of Asset Register	Head office		Register	x	x	x	x	20			
	Dispose-off Government Assets	Head office		Report	x	x	x	x	40			
	Review Legal and Administrative framework	Head office		Report	x	x	x	x	200			
	Review Contractual obligations and Commitments	Head Office		Report	x	x	x	x	1000			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Procurement	Organize Tender Committee Meetings	Accra		Report	x	x	x	x	20		MCRA	
	Organize Evaluation, Entity Meetings and bid openings	Accra		Report	x	x	x	x	20			
	Procure goods and services	Accra		Report	x	x	x	x	500			
	Procure works	Accra		Report	x	x	x	x	1000			
	Procure consultancy	Accra		Report	x	x	x	x	500			
Undertake Human Resource Management	Develop Human Resource Database	Nation wide		Database Developed	x	x	x	x	150			OHCS MOF MSD PSC
	Implement Scheme of Service	Nation wide		Number of Staff trained	x	x	x	x	600			
	Conduct Recruitment, Placement and Promotions	Nation wide		Report	x			x	100			
	Organize Manpower Skills Development	Nation wide		Staff trained	x	x	x	x	1,000			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
	Organize Local and Foreign Training Programmes for Staff	Nation wide		Staff trained	x	x	x	x	300		MCRA	
Conduct Research, Statistics, Information Management and Public Relations	Coordinate and facilitate Research activities	Nation wide		Report	x	x	x	x	500			NITA Media Houses
	Collect and compile relevant Research data	Accra		Report	x	x	x	x	500			
	Software licensing and Development	Accra		Software licensed and developed	x	x	x	x	150			
	Implement Technology Transfer	Accra		Number Trained	x	x	x	x	50			
	Conduct Media Relations	Nation wide		Media Reports	x	x	x	x	500			
	Develop photo gallery of projects and activities	Nation wide		Galleries developed	x	x	x	x	1,000			

Conduct Internal Audit	Organize Audit Committee Meetings	Accra		Reports	x	x	x	x	20		MCRA	
	Undertake Financial and Non-Financial Audits of the Ministry	Nation Wide		Reports	x	x	x	x	300			
Undertake Policy, Planning, Budgeting, Monitoring and Evaluation	Conduct Public Campaigns and Programmes	Nation Wide		Reports	x	x	x	x	500			Media Houses
	Publish and disseminate policies and Programmes of the Ministry	Nation Wide		Reports	x	x	x	x	500			MOI
	Review Policies, Programmes and Activities of the Ministry	Sector wide		Reports	x	x	x	x	500			NDPC, MOF
	Manage and Monitor Policies, Programmes and Projects	Sector wide		Reports	x	x	x	x	500			
	Conduct Budget Preparation Activities	Accra		Reports	x	x	x	x	1,000			MOF
	Prepare Budget Performance Activities	Sector wide		Reports	x	x	x	x	500			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Sensitize traditional authorities to take keen interest in national development	Organize workshop for 50 traditional authorities on national development	Accra	-	Number of participant				x	600		MCRA	NDPC Local Government
Empower traditional authorities to take active parts in the implementation of the Chieftaincy Act and the law on Child Labour	Organize 5 capacity building workshops for traditional authorities on the Chieftaincy Act and Children's Act			Number of capacity building workshop organized		x		x	1,000			MOGCSP
Codification of Lines of Succession to Stool and Skins	Validate 11 draft Legislative Instruments on Lines of Succession to Stools and Skins	Accra	-	Number of draft Legislative Instruments validated			x	x	50			OAGMOJ NHC

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Settlement of Cases through Judicial Processes	Provide financial support to Houses of Chiefs	Regional		No. of Judicial Sittings held per location	x	x	x	x	2,600		MCRA	MOF
	Recruit four (4) Counsel for Houses of Chiefs	Regional		No. of Counsel recruited			x	x	450			OAGMOJ RHCs
Alternative Dispute Resolution	Organize capacity building workshop for 50 traditional authorities on Alternative Dispute Resolution Act	Accra		Number of participants			x	x	600			
Elimination of Harmful Customary Practices	Conduct desk research on harmful customary practices	Accra		Report on harmful customary practices				x	500			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Provide human resource, modern infrastructure and logistics for the chieftaincy institution	Recruit 9 staff for the chieftaincy institution			Number of staff recruited		x			270		MCRA	MOF, OHCS
	Procure 10 computers and accessories for the chieftaincy institution			Number of logistics procured			x	x	30			
	Renovate 7 office buildings for the chieftaincy institution			Number of office buildings renovated	x	x	x	x	9,800			
Develop and strengthen inter faith co-existence for peace and national development	Organize workshop for Religious bodies on peaceful co-existence and national development			Number of participant			x	x	600			Religious bodies
	Prepare National Policy on Religion			Policy on Religion				x	100			NDPC
Religious Pilgrimage	Organize annual pilgrimage to Holy sites			Number of participants		x	x	x	140			

ANNUAL ACTION PLAN (2018)

	Thematic Area: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT **Adopted Policy Objectives: Ensure Sustainable Extraction of Mineral Resources**											
Projects	**Activities (Operations)**	**Location**	**Baseline**	**Output Indicators**	**Quarterly Time Schedule**				**Indicative Budget**		**Implementing Agencies**	
					1st	**2nd**	**3rd**	**4th**	**GoG**	**DPs**	**Lead**	**Collaborating**
Sensitize Traditional Authorities on afforestation, greening and environmental protection	Organize sensitization workshops for traditional authorities on afforestation, greening, Land tenure system and environmental protection	Nationwide	-	Number of sensitization workshops held			x	x	-		MCRA	MLNR, Media Houses

Table 5.4 ANNUAL ACTION PLAN (2019)

	Thematic Area: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY **Adopted Policy Objectives: Improve participation of civil society (media, traditional authorities, religious bodies) in national development**											
Projects	**Activities (Operations)**	**Location**	**Baseline**	**Output Indicators**	**Quarterly Time Schedule**				**Indicative Budget (GH₵' 000)**		**Implementing Agencies**	
					1st	**2nd**	**3rd**	**4th**	**GoG**	**DPs**	**Lead**	**Collaborating**
Conduct General Administration & Finance	conduct sanitation and waste management	Head office		Report	x	x	x	x	50		MCRA	
	Conduct Internal Management of the Organization	Head office		Report	x	x	x	x	500			
	Review Management of Asset Register	Head office		Register	x	x	x	x	20			
	Dispose-off Government Assets	Head office		Report	x	x	x	x	40			
	Review Legal and Administrative framework	Head office		Report	x	x	x	x	200			
	Review Contractual obligations and Commitments	Head Office		Report	x	x	x	x	1000			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH¢' 000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Procurement	Organize Tender Committee Meetings	Accra		Report	x	x	x	x	20		MCRA	
	Organize Bid Openings, Evaluation and Entity Meetings.	Accra		Report	x	x	x	x	20			
	Procure goods and services	Accra		Report	x	x	x	x	500			
	Procure works	Accra		Report	x	x	x	x	1000			
	Procure Consultancy Services	Accra		Report	x	x	x	x	500			
Undertake Human Resource Management	Develop Human Resource Database	Nation wide		Database Developed	x	x	x	x	150			
	Implement Scheme of Service Training	Nation wide		Number of Staff trained	x	x	x	x	600			OHCS
	Conduct Recruitment, Placement and Promotions	Nation wide		Report	x			x	100			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH¢' 000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Undertake Human Resource Management	Organize Manpower Skills Development	Nation wide		Staff trained	x	x	x	x	1,000		MCRA	
	Organize Local and Foreign Training Programmes for Staff	Nation wide		Staff trained	x	x	x	x	300			
Conduct Research, Statistics and Information Management	Coordinate and facilitate Research activities	Nation wide		Report	x	x	x	x	500			
	Collect and compile relevant Research data	Accra		Report	x	x	x	x	500			
	Software licensing and Development	Accra		Software licensed and developed	x	x	x	x	150			
	Implement Technology Transfer	Accra		Number Trained	x	x	x	x	50			NITA
	Conduct Media Relations	Nation wide		Media Reports	x	x	x	x	500			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH¢' 000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
	Develop photo gallery of projects and activities	Nation wide		Galleries developed	x	x	x	x	1,000		MCRA	Media Houses
Conduct Internal Audit	Organize Audit Committee Meetings	Accra		Reports	x	x	x	x	50			
	Undertake Financial and Non-Financial Audits of the Ministry	Nation Wide		Reports	x	x	x	x	300			
Undertake Policy; Planning; Budgeting; Monitoring and Evaluation	Conduct Public Campaigns and Programmes	Nation Wide		Reports	x	x	x	x	500			MOI Media Houses
	Publish and disseminate policies and Programmes of the Ministry	Nation Wide		Reports	x	x	x	x	500			
	Review Policies, Programmes and Activities of the Ministry	Sector wide		Reports	x	x	x	x	500			MOF, NDPC
	Manage and Monitor Policies, Programmes and Projects	Sector wide		Reports	x	x	x	x	500			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH¢' 000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
	Conduct Budget Preparation Activities	Accra		Reports	x	x	x	x	1,000		MCRA	MOF
	Prepare Budget Performance Activities	Sector wide		Reports	x	x	x	x	500			
Sensitize Traditional Authorities and Religious bodies to take keen interest in national development	Organize workshop for traditional authorities and Religious bodies on national development	Accra	-	Number of workshops organized		x	x	x	1800			NDPC Local Government Media
	Undertake Monitoring on the implementation of Action plans	Nation wide		Reports			x	x	200			
Sensitize Traditional Authorities to repackage festivals	Identify Festivals and their History	Nation wide		Number of Festivals identified	x	x	x	x	50			Tourism MMDAs
	Dialogue with Traditional Authorities to promote and coordinate their festivals	Nation wide		Number of Dialogues	x	x	x	x	1,000			Media, Event Organizers, MOTI, TELCOs UNESCO

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH¢' 000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Empower traditional authorities to take active parts in the implementation of the Chieftaincy Act and the law on Child Labour	Organize four (4) capacity building workshops for traditional authorities on the Chieftaincy Act and Children's Act	Regional	2 workshops held	Number of capacity building workshops organized	x	x	x	x	300		MCRA	MGCSP
Codification of Lines of Succession to Stools and Skins	Facilitate the passage of 11 draft Legislative Instruments (L.Is) on Lines of Succession to Stools and Skins	Accra	-	Number of Legislative Instruments passed	x	x	x		200			OAGMOJ Parliament
Profile Customary land ownership in Ghana	Organize Regional Orientation workshops for the Research Officers and Traditional Council Registrars	Regional	-	Number of Workshops organized	x	x			50			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH¢' 000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
	Complete profiling of Customary Land Ownership in Ghana	Regional	-	Reports			x	x	30		MCRA	
	Organize Stakeholders Validation Workshop on Customary Land Ownership in Ghana	Regional	-	Number of Workshops organized			x	x	50			
Passage of LI on Membership of Regional Houses of Chiefs.	Facilitate the passage of draft Legislative Instruments (L.Is) on Membership of National and Regional Houses of Chiefs	Accra	-	Number of Legislative Instruments passed	x	x	x		200			OAJMOJ Parliament
Settlement of Cases through Judicial Processes	Provide financial support to Houses of Chiefs	Regional	-	Funds provided	x	x	x	x	2,600			
	Recruit two (2) Counsel for Houses of Chiefs	Regional	-	Number Recruited			x	x	10			OAGMOJ, PSC
Alternative Dispute Resolution	Organize four (4) capacity building workshops for traditional authorities on Alternative Dispute Resolution Act	Regional	-	Number of workshops organized	x	x	x	x	300			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH¢' 000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Elimination of Harmful Customary Practices	Conduct survey on harmful customary practices	Accra	Report on Harmful Practices	Report on harmful customary practices	x	x			50		MCRA	
	Develop guidelines on how to minimize harmful customary practices	Accra	-	Guidelines developed			x	x	70			
Provide human resource, modern infrastructure and logistics for the chieftaincy institution	Recruit Fifty (50) staff for the chieftaincy institution	Accra	9 recruited	Number of staff recruited	x	x			30			OHCS, MOF
	Procure 30 Laptops, 30 Desktop computers and accessories for the chieftaincy institution	Accra	Computers and accessories acquired	Number of logistics procured	x	x			530			
	Renovate seven (7) office buildings for the chieftaincy institution	Regional	1 office renovated	Number of office buildings renovated	x	x	x	x	2,000			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH¢' 000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Creation of Regional Houses of Chiefs in the yet to be created Regions.	Provide 6 Office Accommodation	Newly created regions	-	Office accommodation provided	x	x	x	x	1,800		MCRA	MMDAs
	Provide Office Equipment (Computers and accessories, furniture, fittings, stationery)	Newly created regions		Office equipment provided	x	x	x	x	530			
	Procure 6 cross country and 6 Pick-up Vehicles	Newly created regions		Vehicles procured	x	x	x	x	3,240			MOF
	Recruit 90 personnel for the 6 Regions	Newly created regions		Personnel recruited	x	x	x	x	50			OHCS. MOF
Develop and strengthen inter faith co-existence for peace and national development	Organize 2 workshops for Religious bodies on peaceful co-existence and national development	Regional		Number of workshops organized	x		x		150			Religious bodies
	Disseminate National Policy on Religion	Nation wide		Policy disseminated		x	x	x	1,000			Media Houses
Religious Pilgrimage	Organize annual Religious pilgrimage to Holy sites	Accra		No. of participants		x	x		70			

ANNUAL ACTION PLAN (2019)

	Thematic Area: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT **Adopted Policy Objectives: Ensure Sustainable Extraction of Mineral Resources**											
Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Sensitize traditional authorities on afforestation, greening, Land tenure system and environmental protection	Organize sensitization workshops for traditional authorities on afforestation, greening, Land tenure system and environmental protection	Nationwide	19 workshops organized	Number of sensitization workshops held		x	x		500		MCRA	MLNR, Media
	Undertake Monitoring on the implementation of Action Plans.	Nationwide	-	Reports			x	x	50			

Table 5.5 ANNUAL ACTION PLAN (2020)

	Thematic Area: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY **Adopted Policy Objectives: Improve participation of civil society (media, traditional authorities, religious bodies) in national development**											
Projects	**Activities (Operations)**	**Location**	**Baseline**	**Output Indicators**	**Quarterly Time Schedule**				**Indicative Budget (GH₵'000)**		**Implementing Agencies**	
					1st	**2nd**	**3rd**	**4th**	**GoG**	**DPs**	**Lead**	**Collaborating**
Conduct General Administration & Finance	Conduct sanitation and waste management	Head office		Report	x	x	x	x	50		MCRA	LGS, MSWR
	Conduct Internal Management of the Organization	Head office		Report	x	x	x	x	500			
	Review Management of Asset Register	Head office		Register	x	x	x	x	20			
	Dispose-off Government Assets	Head office		Report	x	x	x	x	40			
	Review Legal and Administrative framework	Head office		Report	x	x	x	x	200			
	Review Contractual obligations and Commitments	Head Office		Report	x	x	x	x	1000			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Procurement	Organize Tender Committee Meetings	Accra		Report	x	x	x	x	20		MCRA	
	Organize Evaluation, Entity Meetings and bid openings	Accra		Report	x	x	x	x	20			
	Procure goods and services	Accra		Report	x	x	x	x	500			
	Procure works	Accra		Report	x	x	x	x	1000			
	Procure consultancy	Accra		Report	x	x	x	x	500			
Undertake Human Resource Management	Develop Human Resource Database	Nation wide		Database Developed	x	x	x	x	150			
	Implement Scheme of Service	Nation wide		Number of Staff trained	x	x	x	x	600			OHCS
	Conduct Recruitment, Placement and Promotions	Nation wide		Report	x			x	100			OHCS, PSC
	Organize Manpower Skills Development	Nation wide		Staff trained	x	x	x	x	1,000			
	Organize Local and Foreign Training Programmes for Staff	Nation wide		Staff trained	x	x	x	x	300			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Conduct Research, Statistics, Information Management and Public Relations	Coordinate and facilitate Research activities	Nation wide		Report	x	x	x	x	500		MCRA	
	Collect and compile relevant Research data	Accra		Report	x	x	x	x	500			
	Software licensing and Development	Accra		Software licensed and developed	x	x	x	x	150			
	Implement Technology Transfer	Accra		Number Trained	x	x	x	x	50			NITA
	Conduct Media Relations	Nation wide		Media Reports	x	x	x	x	500			
	Develop photo gallery of projects and activities	Nation wide		Galleries developed	x	x	x	x	1,000			Media Houses
Conduct Internal Audit	Organize Audit Committee Meetings	Accra		Reports	x	x	x	x	20			
	Undertake Financial and Non-Financial Audits of the Ministry	Nation Wide		Reports	x	x	x	x	300			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Undertake Policy, Planning, Budgeting, Monitoring and Evaluation	Conduct Public Campaigns and Programmes	Nation Wide		Reports	x	x	x	x	500		MCRA	
	Publish and disseminate policies and Programmes of the Ministry	Nation Wide		Reports	x	x	x	x	500			Media Houses
	Review Policies, Programmes and Activities of the Ministry	Sector wide		Reports	x	x	x	x	500			NDPC, MOF
	Manage and Monitor Policies, Programmes and Projects	Sector wide		Reports	x	x	x	x	500			LGS
	Conduct Budget Preparation Activities	Accra		Reports	x	x	x	x	1,000			MOF, Parliament
	Prepare Budget Performance Activities	Sector wide		Reports	x	x	x	x	500			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Sensitize Traditional Authorities and Religious bodies to take keen interest in national development	Organize workshop for traditional authorities and Religious bodies on national development	Accra	-	Number of Workshops		x			1,200		MCRA	NDPC, MMDAs Media Religious bodies
	Undertake Monitoring on the implementation of Action Plans	Nation wide		Reports			x	x	200		MCRA	
Sensitize Traditional Authorities to repackage festivals	Dialogue with Traditional Authorities to promote and coordinate their festivals	Nation wide		Number of Dialogues	x	x	x	x	500		MCRA	Media, MOTI, UNESCO MTAC LGS
Empower traditional authorities to take active parts in the implementation of the Chieftaincy Act and the law on Child Labour	Organize four (4) capacity building workshops for traditional authorities on the Chieftaincy Act and Children's Act	Regional	2 Workshops held	Number of capacity building workshop organized	x	x	x	x	300		MCRA	MOGCSP

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Codification of Lines of Succession to Stool and Skins	Prepare 25 draft Legislative Instruments on Lines of Succession to Stools and Skins	Accra	-	Number of LIs prepared	x	x	x	x	200			OAGMOJ Parliament
	Facilitate the passage of draft LIs into LIs	Accra		Number of LIs passed	x	x	x	x	200			
Profile Customary land Ownership in Ghana	Complete Profiling of Customary land Ownership in Ghana	Regional	-	Reports	x	x	x		500			MLNR LGS
Passage of LI on Membership of Regional Houses of Chiefs.	Facilitate the passage of draft Legislative Instruments (L.Is) on Membership of Regional Houses of Chiefs	Accra	-	Legislative Instrument passed	x	x	x		200			OAGMOJ Parliament
Settlement of Cases through Judicial Processes	Provide financial support to Houses of Chiefs	Regional		Reports	x	x	x	x	2,600			MOF
	Recruit two (2) Counsel for Houses of Chiefs	Regional		Number recruited		x	x		10			OAGMOJ PSC, MOF

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Alternative Dispute Resolution	Organize four (4) capacity building workshop for Traditional Authorities on Alternative Dispute Resolution Act	Accra		Number of workshops organized	x	x	x	x	300		MCRA	
Elimination of Harmful Customary Practices	Give orientation to traditional authorities on the guidelines to minimize harmful customary practices.			Workshops organized		x	x	x	50			
Provide human resource, modern infrastructure and logistics for the chieftaincy institution	Recruit nineteen (19) staff for the chieftaincy institution			Number of staff recruited	x	x			30			OHCS PSC MOF
	Procure 30 laptops, 30 Desktop computers and accessories for the chieftaincy institution			Number of logistics procured	x	x			530			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
	Renovate seven (7) office buildings for the chieftaincy institution	Regional		Number of office buildings renovated	x	x	x	x	2,000		MCRA	
Creation of Regional Houses of Chiefs in the newly created Regions.	Provide 6 Office Accommodation	Newly created regions	-	Office accommodation provided	x	x	x	x	1,800			
	Provide Office Equip. (Computers and accessories, furniture, fittings, stationery)	Newly created regions		Office equipment provided	x	x	x	x	530			
	Procure 6 cross country and 6 Pick-up Vehicles	Newly created regions		Vehicles procured	x	x	x	x	3,240			CTC
	Recruit 90 personnel for the 6 Regions	Newly created regions		Personnel recruited	x	x	x	x	50			OHCS MOF

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Develop and strengthen inter faith co-existence for peace and national development	Organize 2 workshops for Religious bodies on peaceful co-existence and national development	Regional		Number of workshops organized		x		x	150			Religious bodies NDPC
	Disseminate National Policy on Religion	Nation wide		Policy disseminated	x	x	x	x	1,000			Media Houses
Religious Pilgrimage	Organize annual Religious pilgrimage to Holy sites			No. of Participants		x	x		70			

ANNUAL ACTION PLAN (2020)

	Thematic Area: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT **Adopted Policy Objectives: Ensure Sustainable Extraction of Mineral Resources**											
Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget **(GH₵'000)**		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Sensitize traditional authorities on afforestation, greening and environmental protection	Organize sensitization workshops for traditional authorities on afforestation, greening, Land tenure system and environmental protection	Nationwide	-	Number of sensitization workshops held		x	x		500		MCRA	MLNR, Media LGS
	Undertake Monitoring on the implementation of Action Plans.	Nationwide	-	Reports			x	x	50			

Table 5.6 ANNUAL ACTION PLAN (2021)

	Thematic Area: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY **Adopted Policy Objectives: Improve participation of civil society (media, traditional authorities, religious bodies) in national development**											
Projects	**Activities (Operations)**	**Location**	**Baseline**	**Output Indicators**	**Quarterly Time Schedule**				**Indicative Budget (GH₵'000)**		**Implementing Agencies**	
					1st	**2nd**	**3rd**	**4th**	**GoG**	**DPs**	**Lead**	**Collaborating**
Conduct General Administration & Finance	Conduct sanitation and waste management	Head office		Report	x	x	x	x	50		MCRA	LGS , MSWR
	Conduct Internal Management of the Organization	Head office		Report	x	x	x	x	500			
	Review Management of Asset Register	Head office		Register	x	x	x	x	20			
	Dispose-off Government Assets	Head office		Report	x	x	x	x	40			
	Review Legal and Administrative framework	Head office		Report	x	x	x	x	200			
	Review Contractual obligations and Commitments	Head Office		Report	x	x	x	x	1000			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Procurement	Organize Tender Committee Meetings	Accra		Report	x	x	x	x	20		MCRA	
	Organize Bid Openings, Evaluation and Entity Meetings.	Accra		Report	x	x	x	x	20			
	Procure goods and services	Accra		Report	x	x	x	x	500			
	Procure works	Accra		Report	x	x	x	x	1000			
	Procure consultancy	Accra		Report	x	x	x	x	500			
	Develop Human Resource Database	Nation wide		Database Developed	x	x	x	x	150			
	Implement Scheme of Service	Nation wide		Number of Staff trained	x	x	x	x	600			OHCS
	Conduct Recruitment, Placement and Promotions	Nation wide		Report	x			x	100			OHCS, PSC
	Organize Manpower Skills Development	Nation wide		Staff trained	x	x	x	x	1,000			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
	Organize Local and Foreign Training Programmes for Staff	Nation wide		Staff trained	x	x	x	x	300		MCRA	
Conduct Research, Statistics, Information Management and Public Relations	Coordinate and facilitate Research activities	Nation wide		Report	x	x	x	x	500			
	Collect and compile relevant Research data	Accra		Report	x	x	x	x	500			
	Software licensing and Development	Accra		Software licensed and developed	x	x	x	x	150			
	Implement Technology Transfer	Accra		Number Trained	x	x	x	x	50			NITA
	Conduct Media Relations	Nation wide		Media Reports	x	x	x	x	500			
	Develop photo gallery of projects and activities	Nation wide		Galleries developed	x	x	x	x	1,000			Media Houses

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Conduct Internal Audit	Organize Audit Committee Meetings	Accra		Reports	x	x	x	x	20		MCRA	
	Undertake Financial and Non Financial Audits of the Ministry	Nation Wide		Reports	x	x	x	x	300			
Undertake Policy, Planning, Budgeting, Monitoring and Evaluation	Conduct Public Campaigns and Programmes	Nation Wide		Reports	x	x	x	x	500			Media Houses NDPC MOF LGS Parliament
	Publish and disseminate policies and Programmes of the Ministry	Nation Wide		Reports	x	x	x	x	500			
	Review Policies, Programmes and Activities of the Ministry	Sector wide		Reports	x	x	x	x	500			
	Manage and Monitor Policies, Programmes and Projects	Sector wide		Reports	x	x	x	x	500			
	Conduct Budget Preparation Activities	Accra		Reports	x	x	x	x	1,000			
	Prepare Budget Performance Activities	Sector wide		Reports	x	x	x	x	500			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Sensitize Traditional authorities and Religious bodies to take keen interest in national development	Organize 2 workshops for traditional authorities and Religious bodies on national development	Accra	-	Number of Workshops		x			300		MCRA	NDPC, MMDAs Media, Religious Bodies
	Undertake Monitoring on the implementation of Action Plans	Nation wide	-	Reports			x	x	50		MCRA	
Sensitize Traditional Authorities to repackage festivals	Dialogue with Traditional Authorities to promote and coordinate their festivals	Nation wide	-	Number of Dialogues	x	x	x	x	200		MCRA	Media, MOTI, UNESCO, LGS, MTAC
Empower traditional authorities to take active parts in the implementation of the Chieftaincy Act and the law on Child Labour	Organize four (4) capacity building workshops for traditional authorities on the Chieftaincy Act and Children's Act	Regional		Number of capacity building workshop organized	x	x	x	x	300		MCRA	MOGCSP

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Codification of Lines of Succession to Stool and Skins	Prepare 25 draft Legislative Instruments on Lines of Succession to Stools and Skins	Accra	-	Number of draft Legislative Instruments prepared	x	x	x	x	200		MCRA	OAGMOJ Parliament
	Facilitate passage of draft LIs into LIs			Number of LIs passed		x	x	x	200			
Profile Customary Land Ownership in Ghana	Organize Regional Dissemination Workshops on Customary Land Ownership in Ghana	Regional		Number of Workshops	x	x	x	x	500			MLNR LGS
Settlement of Cases through Judicial Processes	Provide financial support to Houses of Chiefs	Regional		Reports	x	x	x	x	2,600			MOF
	Recruit two (2) Counsel for Houses of Chiefs	Regional		Number recruited			x	x	10			OAGMOJ PSC, MOF
Alternative Dispute Resolution	Organize four (4) capacity building workshop for traditional authorities on Alternative Dispute Resolution Act	Accra		Number of workshops organized	x	x	x	x	300		MCRA	

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Elimination of Harmful Customary Practices	Monitor implementation of guidelines on minimizing harmful customary practices.	Accra		Report	x	x	x	x	50		MCRA	
Provide human resource, modern infrastructure and logistics for the chieftaincy institution	Recruit (20) staff for the chieftaincy institution	Accra		Number of staff recruited		x	x		30			OHCS PSC MOF
	Procure 30 laptops, 30 Desktop computers and accessories for the chieftaincy institution	Accra		Number of logistics procured	x	x			530			
	Renovate seven (7) office buildings for the chieftaincy institution	Regional		Number of office buildings renovated	x	x	x	x	2,000			

Projects	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time Schedule				Indicative Budget (GH₵'000)		Implementing Agencies	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Creation of Regional Houses of Chiefs in the newly created Regions.	Provide 6 Office Accommodation	Newly created regions	-	Office accommodation provided	x	x	x	x	1,800		MCRA	
	Provide Office Equip. (Computers and accessories, furniture, fittings, stationery)	Newly created regions	-	Office equipment provided	x	x	x	x	530			
	Procure 6 cross country and 6 Pick-up Vehicles	Newly created regions	-	Vehicles procured	x	x	x	x	3,240			CTC
	Recruit 90 personnel for the 6 Regions	Newly created regions	-	Personnel recruited	x	x	x	x	50			OHCS, MOF
Develop and strengthen inter faith co-existence for peace and national development	Organize 2 workshops for Religious bodies on peaceful co-existence and national develop.			Number of workshops organized		x		x	150			NDPC Religious Bodies
	Disseminate National Policy on Religion			Policy disseminated	x	x	x	x	1,000			Media Houses
Religious Pilgrimage	Organize annual Religious pilgrimage to Holy sites			No. of Participants		x	x		70			

ANNUAL ACTION PLAN (2021)

	Thematic Area: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT **Adopted Policy Objectives: Ensure Sustainable Extraction of Mineral Resources**											
Projects	**Activities (Operations)**	**Location**	**Baseline**	**Output Indicators**	**Quarterly Time Schedule**				**Indicative Budget (GH₵'000)**		**Implementing Agencies**	
					1st	2nd	3rd	4th	GoG	DPs	Lead	Collaborating
Sensitize traditional authorities on afforestation, greening and environmental protection	Organize sensitization workshops for traditional authorities on afforestation, greening, Land tenure system and environmental protection	Nationwide	-	Number of sensitization workshops held		x	x		500		MCRA	MLNR, Media LGS
	Undertake Monitoring on the implementation of Action Plans.	Nationwide	-	Reports			x	x	50		MCRA	

CHAPTER SIX

IMPLEMENTATION, MONITORING AND EVALUATION

6.1 Introduction

This Chapter has a Monitoring Matrix that has outlined outcome/output indicators of the Ministry's projects, yearly implementation targets and the monitoring frequency. The format for the development of a Programme/Project Register based on the Programme of Action has also been provided. The Register has been complemented by a Data Collection Matrix to provide further information on data collection period, method and results. The format for preparation and submission of quarterly and annual report on M&E activities to NDPC and other relevant stakeholders has been provided. This Chapter also contains a matrix for dissemination and communication strategy and an evaluation matrix that will serve as a guide for the Ministry's evaluation arrangement.

Table 6.2 MONITORING MATRIX

THEMATIC AREA: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY										
ADOPTED POLICY OBJECTIVE: Improve participation of civil society (Media, Traditional Authorities, Religious Bodies) in National development										
INDICATORS	**INDICATOR DEFINTION**	**INDICATOR TYPE**	**BASELINE 2017**	**TARGETS**				**DISAGGREGATION**	**MONITORING FREQUENCY**	**RESPONSIBILITY**
				2018	**2019**	**2020**	**2021**			
Traditional values and norms inculcated	Traditional authorities to make inputs that are rich in traditional values and norms into the Nations development plans and Programmes	Outcome		Organize workshop on development for 50 traditional authorities	Organize workshop on development for 50 traditional authorities	Organize 2 workshops on development for traditional authorities	Organize 2 workshops on development for traditional authorities	-	Yearly	MCRA

INDICATORS	INDICATOR DEFINTION	INDICATOR TYPE	BASELINE 2017	TARGETS				DISAGGREGATION	MONITORING FREQUENCY	RESPONSIBILITY
				2018	2019	2020	2021			
Festivals repackaged	Modernize the celebration of festivals to boost local businesses	Outcome	-	-	Identify Festivals and History	Dialogue with Traditional Authorities to promote and Coordinate their festivals	Dialogue with Traditional Authorities to promote and Coordinate their festivals		Yearly	MCRA
					Dialogue with Traditional Authorities to promote and Coordinate their festivals				Bi-Annual	MCRA
Traditional Areas profiled	Identify History and Customary land ownership in Traditional Areas.	Output	-	-	Organize Regional Orientation workshops for the Research Officers and Traditional Council Registrars	Organize Regional Dissemination Workshops on Customary Land Ownership in Ghana	Organize Regional Dissemination Workshops on Customary Land Ownership in Ghana		Yearly	MCRA

INDICATORS	INDICATOR DEFINTION	INDICATOR TYPE	BASELINE 2017	TARGETS				DISAGGREGATION	MONITORING FREQUENCY	RESPONSIBILITY
				2018	2019	2020	2021			
Traditional Areas profiled	Identify History and Customary land ownership in Traditional Areas.	Output	-	-	Complete profiling of Customary Land Ownership in Ghana				Yearly	MCRA
Membership of Regional Houses determined	Identify members of Regional Houses through Legislative Instrument	Output	-		Facilitate passage of Legislative Instruments (L.Is) on Membership of Regional Houses of Chiefs				Yearly	MCRA
Chieftaincy Succession disputes reduced.	Identify rightful successors to stools and skins	Outcome	11 draft LIs on Lines of Succession to stools and skins prepared and submitted to OAGMOJ	11 draft LIs validated by NHC and resubmitted to OAGMOJ	11 draft LIs to be submitted to Parliament for passage	Prepare 25 draft LIs on Lines of Succession to stools and skins	Prepare 25 draft LIs on Lines of Succession to stools and skins	-	Bi-annual	MCRA

INDICATORS	INDICATOR DEFINTION	INDICATOR TYPE	BASELINE 2017	TARGETS				DISAGGREGATION	MONITORING FREQUENCY	RESPONSIBILITY
				2018	2019	2020	2021			
					11 LIs on Lines of Succession to be disseminated to Traditional Councils	Facilitate the passage of draft LIs into LIs	Facilitate the passage of draft LIs into LIs	-	Bi-annual	MCRA
Chieftaincy disputes reduced	Number of Chieftaincy cases disposed-off by Judicial Committees of Houses of Chiefs	Outcome	35 Chieftaincy cases disposed-off	35 Chieftaincy cases to be disposed-off	40 Chieftaincy cases to be disposed-off	45 Chieftaincy cases to be disposed-off	50 Chieftaincy cases to be disposed-off		Bi-annual	MCRA
Chieftaincy disputes reduced	Number of Chieftaincy disputes resolved by customary arbitration and mediation	Outcome	40 cases resolved	50 cases resolved	60 cases resolved	65 cases resolved	70 cases resolved		Bi-annual	MCRA
Number of staff recruited	Recruit Chieftaincy staff for the Chieftaincy institution	Output		Recruit 9 staff	Recruit 50 staff	Recruit 50 staff	Recruit 50 staff		Bi-annual	MCRA

INDICATORS	INDICATOR DEFINTION	INDICATOR TYPE	BASELINE 2017	TARGETS				DISAGGREGATION	MONITORING FREQUENCY	RESPONSIBILITY
				2018	2019	2020	2021			
Number of logistics procured	Procure logistics for the Chieftaincy institution	Output			Procure 30 Laptops and 30 Desktop computers & accessories	Procure 30 Laptops and 30 Desktop computers & accessories	Procure 30 Laptops and 30 Desktop computers & accessories		Bi-annual	MCRA
Number of office buildings renovated	Renovate office buildings for the Houses of Chiefs	Output		Renovate 7 Regional House of Chiefs offices, 7 bungalows and 35 Traditional Council Offices.	Renovate 7 office buildings	Renovate 7 office buildings	Renovate 7 office buildings		Bi-annual	MCRA
Harmful Practices minimized	Customs and practices that are dangerous to mankind	Outcome	Research conducted	Conduct desktop research on harmful practices	Conduct survey on harmful practices	Give orientation on guidelines	Monitor implementation of guidelines			
					Develop guidelines on harmful practices					

INDICATORS	INDICATOR DEFINTION	INDICATOR TYPE	BASELINE 2017	TARGETS				DISAGGREGATION	MONITORING FREQUENCY	RESPONSIBILITY
				2018	2019	2020	2021			
Peaceful co-existence of religious bodies	Cooperative and positive interaction between people of different religious traditions.	Outcome		Organize workshop for religious bodies on peaceful co-existence and national development	Organize 2 workshops for religious bodies on peaceful co-existence and national development	Organize 2 workshops for religious bodies on peaceful co-existence and national development	Organize 2 workshops for religious bodies on peaceful co-existence and national development		Bi-annual	MCRA
				Prepare national policy on Religion	Disseminate national policy on Religion	Disseminate national policy on Religion	Monitor implementation of national policy on Religion			
Religious faith strengthened	Strengthen Religious faith and values for social cohesion and development	Outcome	22 participants	Organize annual Religious pilgrimage to holy sites	Organize annual Religious pilgrimage to holy sites	Organize annual Religious pilgrimage to holy sites	Organize annual Religious pilgrimage to holy sites		Yearly	MCRA

THEMATIC AREA: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT										
ADOPTED POLICY OBJECTIVE: Ensure Sustainable Extraction of Mineral Resources										
INDICATORS	**INDICATOR DEFINTION**	**INDICATOR TYPE**	**BASELINE 2017**	**TARGETS**				**DISAGGREGATION**	**MONITORING FREQUENCY**	**RESPONSIBILITY**
				2018	**2019**	**2020**	**2021**			
Harmful activities on environment reduced	Reduce activities of illegal mining and other activities that harm the environment	Outcome	41 workshops	Organize sensitization workshops for traditional authorities on afforestation, greening, Land Tenure system and environmental protection	Field Monitoring	Organize sensitization workshops for traditional authorities on afforestation, greening, Land Tenure system and environmental protection	Organize sensitization workshops for traditional authorities on afforestation, greening, Land Tenure system and environmental protection		Bi-annual	MCRA

6.3 ARRANGEMENT FOR DATA COLLECTION, COLLATION, ANALYSIS AND USE OF RESULTS MATRIX, IMPLEMENTATION AND M&E

As part of the monitoring process the Ministry would develop Programme/project register based on the POA.

The format for the Register is given below;

PROGRAMME/ PROJECT REGISTER FORMAT	
1.	Programme/Project Name
2.	SMTDP Medium-term Policy objective
3.	Ministry of Chieftaincy and Religious Affairs
4.	Project Description
5.	Project Location
6.	Contractor
7.	Budget, Source and type of funding
8.	Date started
9.	Expected completion date
10.	Contract sum
11.	Expenditure to date
12.	Project implementation status
13.	Remarks

This register would be complemented by the data collection matrix to provide further information on data collection period, method and results as indicated below;

DATA COLLECTION MATRIX

INDICATOR	DATA COLLECTION PERIOD	DATA COLLECTION METHOD	DATA DISSAGGREGATION	RESULTS
Harmful Practices minimized	OCT-NOV 2022	Survey method covering some selected locations		

6.4 REPORTING ARRANGEMENT

The Ministry will provide for preparation and submission of quarterly and annual report on their M&E activities to NDPC and other relevant stakeholders.

The Report will be presented in the format below;

Quarterly and Annual Progress Reports Format

Title Page

i. Ministry of Chieftaincy and Religious Affairs
ii. Time period for the M&E report

Introduction

i. Summary of achievements and challenges with the implementation of the SMTDP
ii. Purpose of the M&E for the stated period
iii. Processes involved and difficulties encountered

M&E Activities Report

i. Programme/Project status for the quarter or year
ii. Update on funding sources and disbursements
iii. Update on indicators and targets
iv. Update on critical development and poverty issues
v. Evaluations conducted; their findings and recommendations
vi. Participatory M&E undertaken and their results

The Way Forward

i. Key issues addressed and those yet to be addressed
ii. Recommendations

6.5 DISSEMINATION AND COMMUNICATION STRATEGY

ACTIVITY	PURPOSE OF ACTIVITY	AUDIENCE	METHOD/ TOOL	TIME FRAME	RESPONSIBILITY
Organize workshop for traditional authorities and Religious bodies on national development	To create awareness for the need for Traditional Authorities and Religious Bodies to be involved in National Development.	• Traditional Authorities • Religious Bodies	• Workshops • Round table discussion • Website	Quarterly	
Sensitize Traditional Authorities to repackage festivals	To create awareness for Traditional Authorities to take keen interest in repackaging Festivals for wealth creation and National Development	• Traditional Authorities • Opinion Leaders • Stakeholders	• Workshops • Press Conferences • Press releases • Speeches • Website • News Reports (TV, Radio and Print) • Advertisers Announcement (Print Media)	Quarterly	
Codification of Lines of Succession to Stools and Skins	A Research Activity which seeks to define the lines of succession to stools and skins with the aim of reducing Chieftaincy Succession disputes	• Traditional Authorities • Stool Royals • Stakeholders	• Workshops • Meetings • Website	Bi-annual	
Profile Customary land ownership in Ghana	A Research Activity to document existing customary land ownership within Traditional Areas.	• Traditional Authorities • Opinion Leaders	• Website • Publication	Annual	

ACTIVITY	PURPOSE OF ACTIVITY	AUDIENCE	METHOD/ TOOL	TIME FRAME	RESPONSIBILITY
Passage of LI on Membership of Regional Houses of Chiefs.	Determine the Membership of Regional Houses of Chiefs through the passage of Legislative Instruments.	• Traditional Authorities • Stakeholders • Parliament	• Website • Publication	Annual	
Settlement of Cases through Judicial Processes	Ensure that matters affecting Chieftaincy such as enstoolment and destoolment disputes are reduced	• Traditional Authorities • Stakeholders	• Website • Publication	Quarterly	
Alternative Dispute Resolution	Provide other ways of resolving Conflicts aimed at reducing Chieftaincy disputes.	• Traditional Authorities • Stakeholders	• Website • Publication	Quarterly	
Creation of Regional Houses of Chiefs in the newly created Regions.	To create new Administrative Regional Houses in line with Government's plan to Create new Regions.	• Traditional Authorities • Opinion Leaders • MMDAs • Stakeholders	• Workshops • Press Conferences • Press releases • Speeches • Website • News Reports (TV, Radio and Print)	Quarterly	
Elimination of Harmful Customary Practices	Ensure that customary practices that are inimical and which derails the fundamental rights of persons are minimized	• Traditional Authorities • Stakeholders	• Website • Publication	Annual	

ACTIVITY	PURPOSE OF ACTIVITY	AUDIENCE	METHOD/ TOOL	TIME FRAME	RESPONSIBILITY
Develop and Strengthen inter faith coexistence for peace and national development	Ensure Peaceful co-existence of religious bodies	• Religious Leaders • Stakeholders	• Workshops • Press Conferences • Press releases • Speeches • Website • News Reports (TV, Radio and Print)	Bi-Annual	
Religious Pilgrimage	Provide avenues for persons to strengthen their Religious faith.	• Religious Leaders • Stakeholders	• Press Conferences • Press releases • Speeches • Website • News Reports (TV, Radio and Print) • Advertisers Announcement (Print Media)	Bi-Annual	
Sensitize Traditional Authorities on afforestation, greening, Land tenure system and environmental protection	Ensure that Traditional Authorities understand the harmful effects of environmental degradation so they can take proactive roles in reducing Harmful activities on the environment	• Traditional Authorities • Opinion Leaders • Religious Leaders • MMDAs • Inter-Ministerial Committee • Stakeholders	• Workshops • Press Conferences • Press releases • Speeches • Website • News Reports (TV, Radio and Print) • Advertisers Announcement (Print Media)	Quarterly	

6.6 EVALUATION MATRIX

This will be a guide for our evaluation arrangement.

Evaluation Criteria	**Evaluation Questions**		**Data Needed**	**Data Sources**	**Data Collection Methods**
	Main Questions	Sub- Questions			
Relevance					
Efficiency					
Effectiveness					
Impact					
Sustainability					
Others					