






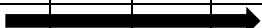
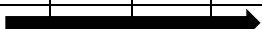






AMANSIE SOUTH DISTRICT ASSEMBLY (MANSO ADUBIA) DISTRICT COMPOSITE ANNUAL ACTION PLAN, 2023

S/No.	Activities	Location	Time Schedule (Quarters)				Annual Budget		Funding Source	Imp. Agency	
			1 st	2 nd	3 rd	4 th	Local GHC	External GHC		Lead	Collab.
A	CENTRAL ADMINISTRATION DEPARTMENT										
1	General Assembly meeting	Manso Adubia	➔					75,000.00	IGF	ADs	Central Admin
2	Executive Committee meetings	Manso Adubia	➔					50,000.00	IGF	ADs	Central Admin
3	Meetings of Sub-committees of Executive Committee	Manso Adubia	➔					86,000.00	IGF	ADs	Secretaries to sub-committees
4	Stakeholder/ Townhall meetings	District wide	➔					85,000.00	IGF	ADs	ALL DEPT'AL HEADS
5	Sensitization and Meeting of the PRCC	District wide	➔					45,000.00	IGF	Office of PM	Central Admin.
6	Support to the Organization of DISEC Meeting	Manso Adubia	➔					78,000.00	IGF	ADs	Central admin.
7	Support to the Organization of Management meetings	Manso Adubia	➔					70,000.00	IGF	ADs	Central admin

8	Seminars and conferences	Manso Adubia	████████████████████		90,000.00	IGF	ADs	Central Admin
B	Human Resource Department							
9	Scheme of Service based training for staff	District Office	████████████████████		80,000.00	DPAT	HRD	ILGS, Accra
10	Training Gaps (programs identified under DPAT) assessment	District Office	████████████████████		67,000.00	DPAT	HRD	Accredited LGS Consultants
11	Procurement of office facilities (Laptops)	District Office	████████████████████		40,000.00	IGF	HRD	Procurement Unit
12	Procurement of office facilities (Refrigerator	District Office	████████████████████		5,000.00	IGF	HRD	Procurement Unit
13	In-house Training /Seminars	District Office	████████████████████		40,000.00	IGF	HRD	DCD
14	HRMIS/ESPV Submission and Training	District Office	████████████████████		25,000.00	IGF	HRD	HRM
C	Planning Unit							
15	Monitoring & Evaluation of Assembly's Programs and Projects	District wide	████████████████████		40,000.00	DACF	Planning	
16	Support to DPCU Activities	District wide	████████████████████		20,000.00	DACF	Planning	
17	Support to the Development of Manso Muoho Tourism attraction site	Manso Muoho	████████████████████		30,000.00	DACF	Planning	
18	Organization of Stakeholder/Town Social Accountability forum	District wide	████████████████████		20,000.00	DACF	Planning	
D	Budget Unit							
19	Budget preparation (composite budget, Revenue Improvement Action Plan, Regional Budget Hearing)	District Office & Area Council	████████████████████		20,000.00		Budget Unit	
20	Stakeholders consultation and Town Hall Meetings(fee –fixing Resolution, composite budget, etc.	Area Councils	████████████████████		25,000.00		Budget Unit	

21	Administrative and Technical meetings (Budget Committee, Fixed Asset Co-ord. Unit meeting)	District Office	██████████→		20,000.00		Budget Unit	
22	Preparation and submission of composite budget implementation report	District Office	██████████→		2,000.00		Budget unit	
23	Trainings/ Workshops and Conferences (Refresher training on GIFMIS, workshops, etc)	District office	██████████→		10,000.00		Budget unit	
24	Data Collection	Aubia, Datano, Takorase, Keniago, Afraso	██████████→		50,000.00		Budget unit	
E	Internal Audit							
25	Monitor activities of Area Councils	Datano, Keniag o Odaho, Aubia and Watreso	██████████→		6,000.00	DACF	Internal Audit unit	Central Administration
26	Covid-19 Community Unit Water Project Sites Visitations	AP, Odaho, Watreso, Datano, Keniago, Aubia	██████████→		1,200.00	DACF	Internal Audit unit	Central Administration
27	Monitoring All Other Projects by the District Assembly	District office	██████████→		1,200.00	DACF	Internal Audit unit	Central Administration
28	-Preparation of Annual Quarterly Report		██████████→		4,000.00		Internal Audit unit	Central Administration
29	-AC Audit report & Performance Audit Report		██████████→		13,030.00		Internal Audit unit	Central Administration
30	Annual Internal Audit Conference		██████████→		12,200.00	DACF	Internal Audit unit	Central Administration

F	Procurement Unit									
31	Training on Ghana Electronic Procurement System (GHANEPS) for members of Entity Tender Committee	AMSDA OFFICE PREMISES	→				10,000.00	DACF	Procurement	HR
32	Capacity building for procurement staff on Procurement of Technical and consultancy services	AMSDA OFFICE PREMISES	→				15,000.00	DPAT	Procurement	HR & Procurement
G	FINANCE DEPARTMENT									
33	Value Books	Kumasi	→				4,000.00	IGF	Finance Dept	
34	Training GIFMIS	Adubia	→				10,000.00	DACF/IGF	Finance Dept	HR/Budget
35	Revenue Mobilization	District wide	→				20,000.00	IGF	Finance Dept	Budget Unit and Planning
H	PHYSICAL PLANNING DEPARTMENT									
36	Public education on spatial planning and development control	District wide	→				20,000.00	IGF	PPD	D.A
37	Preparation of Local Plans	Selected Communities	→				80,000.00	DACF	PPD	D.A/T.A
38	Preparation of Local Plans	District wide	→				10,000.00	IGF	PPD	D.A
39	Organize Technical Sub-committee meetings	D.A	→				25,000.00	IGF	PPD	D.A
40	Organize Spatial Planning Committee meetings	D.A	→				32,000.00	IGF	PPD	D.A
41	Support for street naming and property addressing	District wide	→				20,000.00	DACF	PPD	D.A
42	Procurement of signage's for street naming	District wide	→				50,000.00	DACF	PPD	D.A
I	WORKS DEPARTMENT									
43	Project supervision	District wide	→				19,400.00	DACF	Works Dept	Monitoring team.
44	Site meetings.						11,000.00	DACF	Works Dept	Stakeholders.

45	Development control	District Wide			32,000.00	DACF	Works Dept	Physical planning Dept.
46	Repairs and maintenance of Boreholes	District Wide			40,000.00	DACF	Estate	Works Dept.
47	Renovation of Watereso Central Market	Watereso			250,000.00	Dpat/ Stool Lands	Works Dept	
J	DISTRICT EDUCATION DEPARTMENT							
48	Construction of 1 No. Teachers' quarters (6 apartment)	Tontokrom Primary Schools			400,000.00	Dpat/ Stool lands	D.A	
49	Supply and deliver 200 teachers table /chairs	All schools in the district			60,000.00	MP CF	D.A	
50	Supply and deliver 1000 dual desk	All schools needed in the district			150,000.00	MP CF	D.A	
51	Organize inter Schools Sports and Cultural activities	All schools in the district			18,000.00	GOG	D.A	
52	Reach and integrate 50 needy and Special children	All schools in the district			6,000.00	MP CF	D.A	
53	Organize an INSET for all head teachers in the district	All schools in the district			25,000.00	GOG	D.A	
54	Organize 'My first day at school' for all KG schools	All schools in the district			20,000.00	GOG	D.A	
55	Construction of 2 NO. KG Block, 6 seater aqua-privy toilet, office and a storeroom.	Essienkyem and Mpatasie			600,000.00	Dpat/ Stool lands		
K	DEPARTMENT OF HEALTH							
56	MONTHLY Quality data management-validation	DHD, Manso Adubia			2,600.00	DACF	GHS	
57	Training of staff on DHIMS data entry	DHD, Manso			2,700.00	DACF	GHS	

		Adubia								
58	COVID-19 activities (contact tracing, sample taking, education, training of staff, procurement of PPEs)	DHD, Manso Adubia	→				50,000.00	GOG	GHS	
59	HIV/AIDS- Monitoring and Supervision	All Communities	→				5,000.00	DACF	GHS	
60	Accommodation for Midwives at Watreso, Adumposo and Abuoso existing CHPS compounds	Watereso, Adumposo, Abuoso	→				75,000.00	GOG	GHS	
61	Special Outreach and Child Health activities in deprived areas	All Communities	→				6,600.00	GOG	GHS	
62	Refresher training of staff on Iron Folic Acid tablet supplementation to adolescent girls	DHD, Manso Adubia	→				35,000.00	GOG	GHS	
63	In-Service training for sub-district leaders	DHD, Manso Adubia	→				4,000.00	DACF	GHS	
L	ENVIRONMENTAL HEALTH UNIT									
64	Cleaning, Collection and Disposal waste	District wide	→				35,000.00	IGF/ GOG	DEHSU	Works Dept.
65	Community outreach sensitization and training on Waste management.	District wide	→				20,000.00	IGF/ GOG	DEHSU	DPCU
66	Provision of 2 final disposal sites in two selected communities		→				80,000.00	IGF/ GOG	DEHSU	CWSA/ DPCU
67	Screening of food vendors and Drinking Bar attendants	District wide	→				5,000.00	IGF	DEHSU	GHS
68	-Evacuation of mountainous solid waste and liquid waste		→				115,000.00	IGF/ GOG	DEHSU	Works Dept.
69	Fumigation and Cleaning of Drains	District wide	→				45,000.00	IGF/ GOG	DEHSU	Works Dept.
70	Stray animals arrest	District wide	→				20,000.00	IGF	DEHSU	

71	Procurement of sanitary tools, detergent and disinfectant		→		40,000.00	IGF/ GOG	DEHSU	
72	Procurement of noise detecting machine		→		8,000.00	IGF	DEHSU	
M	SOCIAL WELFARE & COMM. DEVT.							
73	Visiting and Registration of fifteen (15) Early Childhood Development Centers (ECDCs) and issuance of registration certificates	District wide	→		10,000.00	DACF/ GOG	SWCD	EHU/ GHS
74	Registration and Renewal of NHIS cards for 55 PWDs	District wide	→		10,000.00	DACF/ IGF	SWCD	NHIS
75	Undertake sensitization and social education on social problems in 12 communities Issues: Child abuse, Teenage pregnancy, Child labour, HIV/AIDS, Domestic violence and Juvenile Justice Act 653 of 2003	Selected Communities	→		20,000.00	DACF/ GOG	SWCD	
76	Provide vocational skills for 40 Persons with disability	Selected Individuals	→		10,000.00	IGF	SWCD	TVET
77	Disbursement of funds and material support to PWDs	District wide	→		100,000.00	DACF	SWCD	DFMC
78	Build capacity of Persons with Disability to be able to report perpetrators of Gender-Based violence	District wide	→		3,000.00	IGF	SWCD	DOVVSU
N	GENDER MAINSTREAMING							
79	Visitation on homes and some selected schools educating them on effects of teenage pregnancy	Agroyesum	→		3,000.00	IGF/ GOG	Gender Desk	Central administration
80	Organize educational programmes to improve awareness on domestic violence in the district	Nipankyemia	→		3,000.00	IGF/ GOG	Gender Desk	Central administration
	Sensitization on home management, child protection and formation of virgin clubs in 5 selected schools	Aponapon	→		3,000.00	IGF/	Gender	Central

81								GOG	Desk	administ ration
82	Skill Training Soap Making, Pastry Making	Dawusaso	—————→				3,000.00	IGF/ GOG	Gender Desk	Central administ ration
O	TRADES & INDUSTRY (BAC)									
83	Radio/ Information Center sensitization	Selected communities	—————→				8,000.00	GEA, JICA, REP	BAC	ASDA
84	2 Business Forum for stakeholders on Local economic activities	Selected communities	—————→				7,600.00	GEA, REP	BAC	PLANNIN G UNIT
85	Field visits and monitoring of 5 Agro-processing kits	Beneficiaries	—————→				10,000.00	GEA, JICA, REP	BAC	
86	Facilitation of NVTI exams registration and training for 40 Applicants	District Assembly	—————→				2,000.00	GEA, JICA	BAC	
87	Technical Training For 150 Association Members (Hairdressers, Tailors and Seamstress, FBOs, etc)	Selected Association	—————→				13,000.00	GEA, JICA, REP	BAC	
88	Facilitate business formalization (RGD, FDA, GSA) for 30 clients	District Wide	—————→				2,500.00	GEA, REP	BAC	
89	Kaizen OJT – Finance and Marketing Enterprise Diagnosis on 4 Business	Selected Enterprises	—————→				8,000.00	GEA, REP	BAC	
90	Formalization of 10 Farm Based Organizations	Selected FBOs	—————→				7,000.00	GEA, JICA,	BAC	Agric Department Cooperativ e
91	Support 60 Hairdressers and Seamstress to Access to Finance	Shortlisted Applicants	—————→				8,000.00	GEA, REP	BAC	
P	DEPARTMENT OF AGRICULTURE									
92	10 areas CONDUCT HOMES AND FARMS VISIT TO FARMERS	District Wide	—————→				23,800.00	MAG/ GOG	MOFA	D/A
93	Train 20 farmers on climate smart agriculture	Adubia	—————→				3,000.00	MAG/ GOG	MOFA	D/A

94	Conduct 10 on-farm demonstration on gaps(crops)	District Wide	→		3,000.00	MAG/ GOG	MOFA	D/A
95	Organise 10 field days to improve gaps extension delivery	District Wide	→		5,300.00	MAG/ DACF	MOFA	D/A
96	Create awareness on PFJ, PERD and RFJ in district	District Wide	→		3,800.00	MAG/I GF	MOFA	D/A
97	Train 30 farmers on HIV/AIDS and child labour on the effect on agriculture	Adubia	→		4,300.00	MAG/ GOG	MOFA	D/A
98	Procure seed oil nuts for establishment of oil palm nursery under PERD.	Adubia	→		40,000.00	IGF/ DACF	MOFA	D/A
99	Train 50 farmers on faw management	District Wide	→		4,600.00	MAG/ GOG	MOFA	D/A
100	Procure vaccines and antibiotic for control of rabies, ppr and manges	District Wide	→		3,300.00	IGF/ GOG	MOFA	D/A
101	Train 20 livestock farmers on animal husbandry practices (supplementary feeding medicates housing)	District Wide	→		5,600.00	IGF/ GOG	MOFA	D/A
102	Conduct two food demonstration for 30 nursing mothers on nutrition	Adubia	→		3,000.00	IGF/ GOG	MOFA	D/A
103	Organise one national farmers day for 500 participants	Adubia	→		50,000.00	IGF/ GOG	MOFA	D/A
Q	NADMO							
104	Media Sensitization and discussion on Disaster Mgt	District wide	→		3,000.00	DACF	NADM O	UNIT COMMI TTEE/SC HOOL HEAD(s) etc.
105	Inspection of galamsey sites	District wide	→		1,500.00	DACF	NADM O	
106	Inspection of Disaster Scenes and Disaster talk shows	District wide	→		12,000.00	DACF	NADM O	ALL HEADS OF DET.

107	Monitoring and Evaluation of projects	District wide	■■■■■➔				5,000.00	IGF/DACF	NADMO	DVGs
108	Revitalization of DVGs and Disaster Reduction Measures	Some selected communities	■■■■■➔				2,000.00	DACF/IGF	NADMO	VAED
109	Distilating Major gutters to avoid flooding	Disaster Prone Area	■■■■■➔				20,000.00	DACF/IGF	NADMO	Works dept./PPD/
Q	STATISTICAL DEPARTMENT									
110	To collect administrative data from all the decentralised departments within the district	District wide	■■■■■➔				700.00	DACF/IGF	Statistics	
111	To undertake data collection exercise on businesses within the district	District wide	■■■■■➔				48,675.00	DACF/IGF	Statistics	
112	Refurbishment of statistics office	Adubia	■■■■■➔				3,000.00	DACF/IGF	Statistics	