

## **ATIWA EAST DISTRICT ASSEMBLY**

### **2024 COMPOSITE ANNUAL ACTION PLAN**

#### **1.1 Background**

District Assemblies are mandated by Act 936 as Planning Authorities at the local level to initiate, plan, implement and monitor development programmes and projects within the district. Created on 20<sup>th</sup> December, 2017, the Atiwa East District Assembly had prepared its Second District Medium Term Development Plan (DMTDP) for the period 2022 – 2025.

#### **VISION**

An Economic Viable District with Vibrant Human Resource for the Provision of Social Amenities for All.

#### **MISSION STATEMENT**

District Assembly Exist to Accelerate the Development of the entire District by Planning and Implementing Development Programs and Projects in a coordinated manner to ensure Efficiency so as to improve the Living Standards of the People.

## ACKNOWLEDGEMENT

We wish to acknowledge the interest and enthusiasm of the Hon. Kwabena Panin Nkansah, District Chief Executive of the Atiwa East District Assembly whose support and encouragement contributed to the production of this report, especially, the approval of financial support.

We further want to acknowledge the contribution of Mr. Shakil Kpedau Mahamood, District Coordinating Director, for his support of proof reading the draft document and his valuable suggestions.

Special mention should also be made of Mr. Atitso Jerry John, the District Development Planning Officer of the Atiwa East District Assembly whose tremendous efforts led to the producing of the draft document.

**ATIWA EAST DISTRICT ASSEMBLY**

**DISTRICT COMPOSITE ANNUAL ACTION PLAN FOR 2024**

Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Time Frame (2024)				Cost			Programme Status		Implementing Institution/ Department.	
				Q1	Q2	Q3	Q4	GoG	IGF/ ABFA	Others	New	On-Going	Lead	Collaborating
<b>ECONOMIC DEVELOPMENT</b>														
Economic Development	Trade, Tourism and Industrial development	1.Create awareness on business registrations	District wide		*	*		5,000.00				*	BAC	DSWCD, Artisans
		2.Organize Marketing Seminar for SMEs	Anyinam		*		*		1,800.00			*	BAC	Community Development - Atiwa East
		3.Organize LED committee meetings	Anyinam	*	*	*	*	5,000.00				*	BAC	All Stakeholders
Economic Development	Trade, Tourism and Industrial development	4.Organize Capacity Building Training for YouStart GJSP selected applicants	Anyinam	*	*	*	*	60,000.00				*	BAC	Artisans, SWCD
		5.Conduct monitoring and provide counselling	District Wide	*	*	*	*	5,000.00	5,000.00			*	BAC	MSMEs, Artisans

		services to BAC clients												
		6.Organize Business Platform Meetings or forums in the District	Anyinam		*		*		5,000.00			*	BAC	DSWCD, MSMEs, Artisans, Banks
		7.Facilitate development at Tini Waterfalls	Adasawase	*	*	*	*	5,000.00			*		AED A	All Stakeholders
		8.Develop other new tourist sites	District Wide	*	*	*	*	5,000.00	5,000.00				AED A	All Stakeholders
Economic Development	Agricultural Development	9.Establish 2 ginger, 4 maize, 3 rice, 2 Taro and 2 vegetables demonstration s in 13 farming communities in the district on crop varieties, nutrient management, and good agricultural practices	Selected Communities		*	*		2,000.00	2000.00		*		DoA	SWCD, NADMO
		10.Provide direct extension	District wide	*	*	*	*	6000.00	5000.00		*		DoA	NCCE, HEALTH

		services to at least 4,000 farmers/ FBOs through regular visits to disseminate Good Agricultural information												
		11.Organize 12 farmers fora on FAW, DCACT, PFJ, 1D1F, HIV, Child labour, health and environment	District wide	*	*	*	*	6,000.00		5,000.00	*		DoA	HEALTH, FIRE SERVICE, NADMO
		12.Carry out 24 radio broadcasts on extension delivery and other flagship programs		*	*	*	*	5000.00	2000.00	2000.00	*		DoA	INFORMTION, NCCE
		13.Train male and female poultry and small ruminant farmers on modern trends of disease recognition	District wide			*		5000.00	2000.00	5000.00	*		DoA	SWCD

		and prevention												
		14. Conduct animal health extension & disease surveillance in 10 communities every month by 2 Veterinary Staff for both domestic and wild animals and birds.	District wide	*	*	*	*	2,000.00	3,000.00	2,000.00	*		DoA	VET.
		15.Organize food demonstrations in 6 communities on soya and moringa Food fortification	District wide		*	*		2,000.00	3,000.00		*		DoA	HEALTH, SWCD
		16.National Farmers Day Celebration	Selected Community				*	5,000.00	60,000.00		*		DoA	AEDA
		17.Provide administrative support (DCACT activities inclusive)	District wide	*	*	*	*	3,000.00	4,000.00	5,000.00	*		DoA	AEDA
		18.Support for Flagship	Anyinam	*	*	*	*		4000.00		*		DoA	Input Dealers

		Programs (PERD, PFJ, RFJ, SRI)												
		19.Organize one RELC Planning Session for 60 stakeholders	Anyinam		*				4000.00	5000.00	*		DoA	RDA
		20.Organize night with female farmers	Selected Communities	*	*	*	*	3000.00	5000.00	3000.00	*		DoA	HEALTH, NCCE , SWCD
		21.Capacity building for staff and farmers	Anyinam	*	*	*	*	3000.00	2000.00		*		DoA	
		22.Train 800 farmers on use of 12 vaccines for prevention of Newcastle disease in local birds	District wide	*						3000.00	*		DoA	NCCE

Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Time Frame (2024)				Cost			Programme Status		Implementing Institution/ Department.		
				Q 1	Q 2	Q 3	Q 4	GoG	IGF/ ABFA	Others	New	On-Going	Lead	Collaborating	
SOCIAL DEVELOPMENT															
Social Services Delivery	Education, Youth and Sports Development	23. Construct 3-units classroom Block for Anyinam Model Girls School.	Anyinam	*	*	*	*	717,586.00						Works Dept.	AEDA
		24. Renovation of 3-Unit Classroom Block at Anyinam R/C primary by MP	Anyinam	*	*	*	*	300,000.00						Works Dept.	AEDA
		25. Renovation of 4- Unit Classroom for Tiawia D/A JHS by MP	Tiawia		*	*	*	130,644.10						Works Dept.	AEDA
		26. Renovation of 3-Unit Classroom Block at	Asamang Tamfoe		*	*	*	250,000.00						Works Dept.	AEDA

		Asamang Tamfoe R/C JHS by MP											
		27. Procurement of Sports kits				*	50,000.00					procurement	AEDA
		28. Organize mock exams for BECE candidates	District wide		*		30,000.00	5,000.00		*		GES (EXAMS, SUPV)	AEDA
		29. Organize District Sport festival	District wide	*	*	*	10,000.00	3,000.00		*		GES(SPORTS COORDI, SUPV)	AEDA
		30. Organize STMIE Activities	District wide	*	*	*	10,000.00			*		GES(STMIE COORDI, SUPV)	AEDA
		31. Embark on monitoring and supervision visits to schools (fuel)	District wide	*	*	*	5,000.00			*		GES (SUPV)	AEDA
		32. Organize SPAM (District Levels)	District wide			*	10,000.00	3,000.00		*		GES (SUPV, HR & Exams CO)	AEDA
		33. Supply teachers' tables & chairs	District wide	*	*	*	50,000.00				*	GES (SUPV)	AEDA

		34. Organize District reading festival	Selected Communities					5,000.00		5,000.00	*		GES (DTO, SUPV)	AEDA
		35. Organize menstrual hygiene day	District wide		*				2,000.00		*		GIRL CHILD CO.ORD	AEDA
		36. Construct 1 No. 6 Seater W.C facilities for presby School	Anyinam					146,000.00			*		Works Dept.	Central Adm.
	Health Delivery	37. Provision of Basic Medical Equipment for 5 Urban CHPS	NanaPa Railways Nkateaso Obronikrom Ayigbe Town			*		25,000.00					DHMT	Central Adm.
		38. Eliminate mother-to-child transmission of HIV by intensifying HIV services	District wide	*	*	*	*	10,000.00	3,000.00			*	DHMT	Central Adm.
		39. Strengthen Staff ICT capacity and	District wide		*		*		5,000.00			*	GHS	Central Adm.

		periodically maintain computers and accessories												
		40. Implement planned activities toward Malaria elimination, by ensuring adherence to policy	District wide	*	*	*	*	10,000.00	5,000.00			*	GHS	Central Adm.
		41. Renovation of Anyinam Health Center	Anyinam		*		*	100,000.00				*	DHMT	MP, Central Adm., GHS,
Social Services Delivery	Environmental Health and Sanitation	42. Register and screen food & drink vendors	District wide			*	*	35,000.00	10,000			*	EHU	Consultant
		43. Renovation of slaughterhouse	Anyinam	*	*	*	*	30,000.00	5,000			*	EHU	Consultant
		44. Inspect Premises and enforce sanitary laws and bye- laws	District wide	*	*	*	*		10,000			*	EHU	AEDA, Judicial service
		45. Inspect	Anyinam	*	*	*	*		4,000			*	EHU	AEDA

		food animals at the slaughterhouse												veterinary	
		46. Prepare District Sanitation Action Plan	Anyinam	*				20,000.00						EHU	AEDA veterinary
		47. Push, level and compact District's final disposal sites	Selected Communities	*			*	20,000	20,000					AEDA	Zoomlion & others
		48. Organize market sanitation activities	Anyinam, Subriso, New Jejeti	*	*	*	*	5,000.00						EHU	Market queens
		49. Control stray animals	District wide	*	*	*	*	5000						EHU	Unit Committees
		50. Inspect water and sanitation facilities in schools	District wide	*	*	*	*	15,000.00						EHU	G E S
		51. Organize clean-up exercises	District wide	*	*	*	*	8,000						EHU	NADMO, , Area Councils
Social Services Delivery	Environmental Health and Sanitation	52. Promote the construction of household latrines	District wide	*	*	*	*	5,000.00						EHU	AEDA
		53. Supervise		*	*	*	*		5,000					EHU	

		and monitor of Zoomlion services	District wide											Zoomlion
		54. Dislodge Public Latrines	District Wide	*	*	*	*	10,000					EHU	AEDA
		55. Conduct Food Hygiene Education	District Wide	*	*	*	*	10,000					EHU	AEDA
		56. Procure sanitary tools	Anyinam		*			15,000.00	10,000				EHU	AEDA
Social Services Delivery	Social Welfare and Community Development	57. Provide alternative livelihood skills training for the youth	District Wide		*	*		3,500.00	3,000			*	DSWCD	BAC
		58. Increase and strengthen awareness of child protection and teenage pregnancy	District Wide	*		*	*	3,500.00	2,000.00	5,000.00		*	DSWCD	GES, GHS
		59. Organize community sensitization for women/men on parenthood	District Wide	*		*		2,500.00	5,000			*	DSWCD	NCCE, GES Traditional leaders
		60. Create	District		*	*		3,500.00	3,000			*	DSWCD	NCCE, GES

		awareness and sensitize the community and persons with disability on gender-based violence and its related issues	Wide											Traditional leaders
		61. Identify, register and inspect day care centres	District wide	*	*	*	*	3,500.00	3,000			*	DSWCD	GES
		62. Provide financial and material support for PWDs and the aged and undertake monitoring of PWD beneficiaries	District wide	*	*	*	*	10,000.00				*	DSWCD	DFMC
		63. Update of Persons with Disabilities (PWDs) photo Album,	District Wide		*	*	*	3,000.00				*	DSWCD	NHIA

		identification and registration of PWDs and provision of free renewal of NHIS cards.												
		64. Facilitate the payment of LEAP household beneficiaries	All LEAP beneficiary communities	*	*	*	*	3,500.00	3,000			*	DSWCD	PFI
		65. Organize employable skills and training for persons with disabilities	District wide		*	*		3,000.00	5,000			*	DSWCD	DFMC, BAC

Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Time Frame Year (2024)				Cost			Programme Status		Implementing Institution/ Department.	
				Q 1	Q 2	Q 3	Q 4	Gog	IGF/ ABFA	Others	New	On-Going	Lead	Collaborating
<b>ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENTS</b>														
Infrastructure Delivery and Management	Infrastructure Development	66. Reshape 10Km selected feeder roads in the District	District Wide	*				60,000.00			*		Works	Department of Roads
		67. Construct 2No. culvert	Sekyere-Darkwa	*	*			250,000.00			*		Works	Department of Roads
		68. Drill and Mechanise 3No. boreholes	District Wide	*			*	150,000.00			*		Works	EHU, SWCD
		69. Construct 3No Institutional Latrines	District Wide		*	*	*	810,000.00			*		Works	EHU, SWCD
		70. Rehabilitate 3No boreholes	District Wide	*	*			50,000.00			*		Works	EHU, SWCD
		71. Form and Train 5 Water and Sanitation	District Wide	*	*			4,000.00	10,000.00		*		Works	EHU, SWCD

		(WATSAN) Committees in 10 communities												
		72. Maintain official buildings, equipment and fixtures	Residence and offices	*	*	*	*		30,000.0 0		*		Works	Central Admin
		73. Embark on development control programmes in communities	District Wide	*	*	*	*	10,000.00	10,000.0 0	3,000.0 0	*		Works	Physical Planning Department
		74. Organise site meetings and Supervise projects	Project Sites	*	*	*	*	10,000.00	10,000.0 0	2,000.0 0	*		Works	Central Admin.
		75. Collect data on road network in Atiwa East District	District wide		*	*	*	5,000.00	4,000.00	1,000.0 0	*		Works	Department of roads
		76. Procurement of equipment (Laptop and Rodometer)	Anyinam	*	*			8,000.00		5,000.0 0			Works	Procurement Unit

Infrastructure Delivery and Management	Infrastructure Development	77. Procure, Install and rehabilitate streetlight in the District	District wide	*	*	*	*	50,000.00				*	Works Dept.	Central Adm., Assembly Members
		78. Construct DCE Residential accommodation	Anyinam	*	*	*	*	500,000.00			*		Works Dept.	Central Adm.
		79. Extension of electricity	District wide					50,000.00			*		Works Dept	ECG, PPD
		80. Organize Spatial Planning Committee Meetings	Anyinam	*	*	*	*	5,000.00	4,000		*		PPD	Works & Admin
		81. Organize Technical Sub-Committee Meetings	Anyinam	*	*	*	*		10,000		*		PPD	Works & Admin
		82. Prepare a Local Plan for Anyinam	Anyinam	*	*	*	*	50,000			*		PPD	Traditional Authorities & Survey & Mapping Division
		83. Educate General Public on Spatial Planning Issues	District wide	*	*	*	*		2,000		*		PPD	Central Admin & Regional Surveyor

		84. Procure Printer for office use	Anyinam	*	*	*		5,000.00					PPD	Procurement Unit
		85. Continue with the Street Naming and Property Addressing System in the District	District wide	*	*	*	*	50,000				*	PPD	Works Department
		86. Monitor Physical Development for Compliance (Development Control)	District wide	*	*	*	*	5,000.00	4,000	5,000.00	*		PPD	Works Department
		87. Provide Landscaping for the new Assembly premises.	Anyinam	*				150,000			*		Works	PPD, AEDA

Program me (PBB)	Sub-Program me (PBB)	Broad Activities	Locati on	Time Frame Year (2024)				Cost			Program me Status		Implementing Institution/ Department.	
				Q 1	Q 2	Q 3	Q 4	GoG	IGF/ ABFA	Other s	Ne w	On-Go ing	Lead	Collaborating
<b>GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY</b>														
Managem ent and Administration	Planning, Budgeting, Monitoring and Evaluation	88. Organize Statutory Sub-committees, Committees and General Assembly Meetings	Anyina m	*	*	*	*	10,000	50,000				Admin Unit	Other Departments
		89. Organize Ad-hoc and other special meetings	Anyina m	*	*	*	*		10,000				Admin Unit	Central Admin
		90. Organize DCE's Community engagement	District -wide	*	*	*	*	10,000.00	11,608.00				Admin Unit	Other Departments
		91. Monitor and Support Sub-structures	Area Council s	*	*	*	*	40,000	5,000				Admin Unit	Other Departments
		92. Provide Scholarship and Bursary to needy students-MP	District wide	*	*	*	*	50,000.00					Desk Officer	Central Adm.

		93. Monitor and Support School Feeding Programme and train caterers on balance diet and food hygiene	District-wide	*	*	*	*	5,000.00	5,000.00				Desk Officer	District Implementation Committee
		94. Maintenance and repairs of official vehicles	Anyinam	*	*	*	*	50,000.00	10,000.00				Transport Officer	Procurement & Admin Unit
		95. Provide Fuel and lubricants for official vehicles		*	*	*	*	50,000.00	35,000.00				Transport Officer	Procurement & Admin Unit
		96. Provide support for security related activities	Anyinam	*	*	*	*	10,000	10,000				Admin Unit	Security Agencies
		97. Provide fuel and logistical Support to Security Services	Anyinam	*	*	*	*	20,000	2,000				Admin Unit	Security Agencies
		98. Host official visits	Anyinam	*	*	*	*	20,000.00	5,000.00				Admin Unit	Central Admin
		99. Organize Independence Day and other	Anyinam	*	*	*	*	60,000					Admin Unit	Other Departments

		National events and programmes												
		100. Organize HIV/AIDS activities	District-wide	*	*	*	*	10,000					Focal Person	District Aids Committee
		101. Prepare annual administrative report and other statutory reports	Anyinam	*	*	*	*		10,000				Admin Unit	Other Departments
		102. Inaugurate Third Assembly, Unit Committees & Area Councils	Anyinam	*					30,000				Admin Unit	Central Admin
		103. Procure logistics for Assembly Security Officers	Anyinam	*				10,000.00	10,000				Procurement	Security Officers
		104. Dispatch and Courier Services for correspondence	Anyinam	*	*	*	*	5,000.00	5,000				Records Mgt. Unit	Admin Unit
		105. Procure PRAAD Boxes and Metal Shelves for Records management	Anyinam		*	*		15,000.00	5,000.00				Procurement Unit	Central Adm.

		106. Repair and Maintain Office Equipment	Anyinam	*	*	*	*	50,000.00					MIS	Procurement
		107. Procure and Install Intercom at the Assembly Office Complex	Anyinam		*			50,000			*		MIS	Procurement
		108. Procure and Install Local Area Network at the Assembly Office Complex	Anyinam			*		30,000.00			*		MIS	Procurement
		109. Prepare 2025 District composite budgets and fee fixing resolution	Anyinam			*	*	20,000.00	10,000		*		DBA	All Departments And Units Heads
		110. Prepare and submit Quarterly Budget performance Reports	Anyinam	*	*	*	*	5,000.00	10,000			*	DBA	Budget Unit, All Department And Unit Heads
		111. Prepare 2024 Revenue improvement Action Plan (RIAP)	Anyinam			*	*		10,000		*		DBA	DCD, IA, DPO DFO, Revenue heads

		112. Organize Town hall meetings	Anyinam	*		*			10,000			*	DBA	Central Administration
Management and Administration	Finance and Revenue Mobilization	113. Organize Quarterly meetings with the revenue unit to assess revenue performance	Anyinam	*	*	*	*		10,000.00				Finance	Central Administration
		114. Honour revenue commission collectors and other allowances	Anyinam	*	*	*	*		350,000.00				Finance	Central Administration
		115. Sensitize the general Public on the importance of rate payment	District-Wide	*		*			10,000.00				Finance	Central Administration
		116. Procure Billing Software for revenue generation	Anyinam	*				50,000.00					Finance	MIS
		117. Submit and Validate Monthly, Quarterly, and Annual	Anyinam, Accra and Koforid	*	*	*	*		10,000.00				Finance	Central Administration

		Financial statement and other financial report	ua											
		118. Construct 2No. revenue Barriers	Anyinama-Kwabe ng Rd. and Kadewaso		*			130,000.00					Finance	Works
		119. Provide logistics and Value books for Finance department	Anyinama	*	*	*	*	15,000.00					Finance	Central Administration
Management and Administration	General Administration	120. Prepare and submit 2025 Annual Procurement Plan	Anyinama				*	10,000.00	2,000.00				Procurement	Central Admin
		121. Prepare Quarterly Updates of the Annual Procurement Plan	Anyinama	*	*	*	*		2,000.00				Procurement	Central Admin
		122. Organize Entity Tender Committee	Anyinama	*	*	*	*	10,000.00	5,000.00				Procurement	Central Admin.

	Meetings												
General Administration	123. Prepare Tender Evaluation Reports	Anyinam	*	*	*	*		5,000.00				Procurement Unit	Central Admin
	124. Procure Office Equipment and Furniture, stationery and computers	Anyinam					80,000.00	10,000.00				Procurement Unit	Central Admin
	125. Procure Office Consumables (A4 Paper, Toner, Cartridge Pen etc.)	Anyinam	*				50,000.00	10,000			*	Procurement Unit	Central Admin
	126. Educate and train co-operatives on proper bookkeeping of accounts and co-operatives decree	District wide	*	*	*	*			2,500.00		*	DOC	BAC/ CDD
	127. Sensitize communities on the need to	District Wide	*	*	*	*			2,700		*	DOC	BAC/ CDD

		form co-operative societies												
		128. Register co-operative societies and credit unions	District Wide	*	*	*	*			2,000		*	DOC	MOFA/BAC/COCOBO D/CDD
		129. Sensitize the general public on the duties of a citizen (revenue mobilization /tax education	District wide							1,500.00			NCCE	Central Adm. , Finance Dept.
		130. Civic education clubs' activities in JHS and SHS schools	District wide					1,500.00					NCCE	Central Adm. DED
		131.Sensitization on NACAP/ARAP	District wide		*		*	1,000.00					NCCE	Central Adm. DED
		132. Payment of ex-gratia for Assembly Members	Anyinam	*				44,000.00			*		Central Adm.	Finance Dept
		133. Sensitize public officers on code of conduct	Anyinam			*			5,000.00		*		CHRAJ	D/A, NCCE

		134. Establish an ethics development centre	Anyinam			*			2,500.00		*		CHRAJ	D/A, NCCE
		135. Conduct assessment of institutions/agencies on the integration of corruption prevention measures in their work programmes	Anyinam				*	5,000.00	2,000.00		*		CHRAJ	D/A
		136. Provide support for Self-help Projects	District wide					120,000.00			*		Central Adm.	Works Dept., Assembly members
Management and Administration	Human Resource Management	137. Validate monthly staff salaries	Anyinam	*	*	*	*	3,000.00	4,000		*		Human Resource	Depts/ Units Head
		138. Prepare and Submit H/R Inputs and Reports	Anyinam	*	*	*	*	2,000.00	2,000.00		*		HR Dept.	HoDs
		139. Organize staff durbars	Anyinam	*	*	*	*	10,000.00	10,000.00				HR Dept.	Depts/Units Head
		140. Organize staff training and Capacity building activities	Anyinam	*	*	*	*	20,000.00	10,000	3,000			HR Dept.	Dept./Unit Heads

		141. Support to staff due for promotion	Anyinam	*	*	*	*		10,000				HRM	HoDs	
Management and Administration	General Administration	142. Conduct community entry to form and open eight (4) new Literacy classes in the District	Anyinam, New Jejeti Akutua se, Tiawia zones	*	*	*	*	2,500.00	1,500.00	1,000.00		*	CEA	Community Members/ Other Stakeholders	
		143. Conduct examination to select the best Learner for the in the district	District Wide			*		2,000.00	1,500.00	500.00		*	CEA	All Stakeholders	
Management and Administration	General Administration	144. Prepare Annual Risks Base plan	Anyinam	*					5,000.00				Internal Audit	Central Admin	
		145. Prepare and submit quarterly internal Audit reports	Anyinam	*	*	*	*		10,000.00					Internal Audit	Central Admin
		146. Organize Audit committee meetings	Anyinam	*	*	*	*		10,000.00			*		Internal Audit	Audit Committee

Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Time Frame (2023)				Cost			Programme Status		Implementing Institution/ Dep't.	
				Q1	Q2	Q3	Q4	Gog	IGF/ ABFA	Others	New	On-Going	Lead	Collaborating
<b>EMERGENCY PLANNING AND RESPONSE (INCLUDING COVID-19 RECOVERY PLAN)</b>														
Infrastructure Delivery and Management	Disaster prevention and Management	147. Organize 10 Public education on disaster and its prevention	District wide	*	*	*	*	5,000.00		5,000.00		*	NADMO	GNFS, GPS, Env. Service, Health, Education, DPCU
		148. Undertake (10) clean-up exercises	Selected communities	*	*	*	*	5,000.00		5,000.00		*	NADMO	GPS, GNFS, Env. Service, AGRIC, FORESTRY
		149. Organize Capacity building for Staff and other stakeholders on disaster response	Number of staff trained in DRR	*			*	5,000.00				*	NADMO	GNFS, Health, forestry
Infrastructure Delivery	Disaster prevention	150. Organize	Flood prone areas		*	*		3,000.00	5,000.00			*	NADMO	Env. Service, Zoomlion

and Managem ent	and Managem ent	Flood mitigation activities												
		151. Organize Climate Change Education and sensitizatio n activities	District	*			*	3,000.00	5,000.0 0			*		Env. Health, Forestry, Zoomlion
		152. Emergenc y Response and Rescue	District wide	*	*	*	*	3,000.00	2,000.0 0			*	NADM O	GNFS, GPS
		153. Administer relief to Disaster victims	District wide	*	*	*	*	15,000.0 0				*	NADM O	Stakeholders
		154.Plant 1,000 No. of trees in selected areas	Selected Areas		*	*		21,000.0 0	4,000.0 0			*	NADM O	Forestry Commission, Dept. of Agric
Emergency Planning and Delivery	Ambulance Service	155. Educate the general public on basic life support		*	*	*	*	4,000.00					DA	Ambulance service
		156. Provide	District wide	*	*	*	*			4000.0 0	New		DA	Ambulance service

		fuel to transport road accident victims.												
Emergency Planning and Delivery	Fire Service	157. Support to fire service to equip the general public with skills of fire protection	District wide	*	*			5,000.00					DA	GNFS
		158. Provide fire-hydrant to the Fire service. (Anyinam)	Anyinam	*	*			40,000.00					DA	GNFS

Programme (PBB)	Sub-Programme (PBB)	Broad Activities	Location	Time Frame (2024)				Cost			Programme Status		Implementing Institution/ Department.	
				Q 1	Q 2	Q 3	Q 4	GoG	IGF/ ABFA	Others	New	On-Going	Lead	Collaborating
<b>IMPLEMENTATION, COORDINATION, MONITORING AND EVALUATION</b>														
		159. Review 2024 Composite Annual Action Plan and prepare 2025 Composite Annual Action Plan of the Assembly	Anyina m			*		25,000.00					DPU	Departments of the Assembly
		160. Organize stakeholders' monitoring and evaluation of Projects and programmes	District Wide	*	*	*	*	55,000.00					DPU	Depts of the Assembly, Project Contractors, Traditional Authorities
		161. Organize four (4) quarterly DPCU meetings	Anyina m	*	*	*	*		10,000				DPCU Secretariat	Central Admin

		162. Organize stakeholders' mid-year review of 2024 Composite Action Plan implementation	Anyinam			*		10,000.00					DPU	Central Admin
		163. Prepare and submit 2024 quarterly and annual progress reports of the Assembly	Anyinam	*	*	*	*		16,000.00				DPU	Central Admin
		164. Collate of administrative data across sectors in the district	District wide	*	*	*	*	5000.00	5000.00	2,000.00		*	Statistics Dept.	Heads of Departments and Agencies
		165. Enumerate and update all ratable properties	District wide	*	*	*	*	5,000.00	4,000.00	1,500.00		*	Statistics Dept.	DBA, Revenue, Transport
		166. Procure Office logistics (Toner, Stationery etc.)	Anyinam					10,000.00	4,000.00	2,000.00			Statistics Dept.	Procurement Unit

		167. Co-ordinate the Integrated Business Establishment Survey (IBES) in the District	District office	*				2,000.00	2,000.00			*	Statistics Dept.	GSS
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