

# **ASUOGYAMAN DISTRICT ASSEMBLY**



## **ANNUAL ACTION PLAN 2024**

**SEPTEMBER, 2023**

## **1.1 Introduction**

The Annual Action Plan embodies projects and programmes that have been earmarked for implementation in the District Medium Term Development Plan (2022 – 2025). The projects and programmes were duly selected on the basis of the community engagements that were organized in the initial processes of the preparation of the plan.

There was a greater verve to implement all the interventions earmarked for the year. However, the implementation process was bedeviled with several financial challenges which affected actual implementation.

There was therefore a greater determination to roll-on most of the programmes that were planned for the communities in previous years. The intended attempt was to ensure continuity in development without the necessary impact on the other community needs.

This action plan is made-up of 110 activities under the discreet development dimensions; (Economic Development (27), Social Development (73), Environment, Infrastructure and Human Settlements (32), Governance, Corruption and Public Accountability (44). A significant number of the activities are from the Social Development Dimension in respect with the needs of the communities. There is a greater determination to promote the economic life of the people.

The plan also took due cognizance of other equally engaging plans which feed into a major aspect of the Action Plan. The Operation and Maintenance Plan, Capacity Building Plan, Revenue Improvement Action Plan and Disaster Risk Reduction Plan have key aspects of their plans incorporated into the Annual Action Plan. The total estimates of these plans have become an embodiment of the plan to present a holistic approach to the development of the District.

**DEVELOPMENT DIMENSION: ECONOMIC DEVELOPMENT**  
**GOAL: BUILD A PROSPEROUS SOCIETY**

Programme	Sub Programme	Broad Activities	Location	Time Frame				Cost (0.00)			Programme Status		Implementing Institution/Dept	
				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	Collab.
Economic Development	Trade, Tourism and Industrial devt	Organize training for FBOs in value chain	Apeguso					3,000	-	2,000		√	BAC / MOFA	BAC Clients
		Organize training in marketing strategies for BAC Clients	Frankadua					-	-	-		√	BAC	BAC Clients
		Organize training on the use of Digital Platforms for BAC Clients	Atimpoku					2,000	-	2,500		√	BAC	BAC Clients
		E Commence and Marketing for BAC Clients	Selected BAC Clients					2,000	-	-		√	BAC	BAC Clients
		Organize Stakeholder Forum for businesses	Atimpoku					-	-	2,000		√	BAC / REP	BAC Clients
		Train 50 women on alternative livelihood	District Wide					4,000	-	-		√	BAC	
		Organize client exhibition shows and study tours for clients	District Wide					6,000	-	-		√	BAC	
		Facilitate access to credit facilities to 20 clients	District Wide					00	-	-		√	BAC	
		Carry out Sensitization Monitoring, Evaluation, Auditing and of Co-operative Societies in the District						-	2,000	-		√	Dept. of coop.	
		Organize Adomi bridge fireworks celebrations	Adome-Atimpoku							100,000	√		Private investor	ADA
		Organize Adome international river festival	Atimpoku					10,000		250,000	√		CSO	ADA
		Construction of Art and Craft village	Atimpoku					300,000		2,000,000	√		KFW	ADA

Programme	Sub Programme	Broad Activities	Location	Time Frame (2024)				Cost (0.00)			Programme Status		Implementing Institution/Dept	
				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	Collab.
Economic Development	Agriculture services and management	Organize one RELC District Planning Session for stakeholders	Assembly Hall					4,000				√	DOA	DA, FBOs
		Conduct kiddy plot demonstration in one community on varietal trials in maize.	District wide					5,000				√	DOA	FBOs
		Undertake 2,688 home and farm visits by 12 AEAs to deliver existing & new technologies.	District wide					6,000				√	DOA	FBOs
		Organize quarterly technical staff meetings for 22 staff						4,000				√	DOA	ERCC
		Support Satellite market	Atimpoku					2,000				√	DOA	CSO
		Collect, collate and analyze agricultural data	All AEA zones					6,000				√	DOA	FBOs
		Conduct 8 monitoring and supervision visits to all planned activities.	All AEA zones					15,000				√	DOA	AEAs, FBOs
		Conduct 40 weekly market survey in 2 markets annually	2 markets					3,000				√	DOA	CSO
		Organize one (1) District level celebration of National Farmers' Day.	Atimpoku					50,000	25,000	45,000		√	DOA	DA
		Conduct surveillance for scheduled livestock diseases and pest	District wide					2,500			√		DOA	DA
		Conduct Anti-Rabies and related animal / public health vaccination campaigns	District wide					5,000			√		DOA	DA
		Inland fisheries resource management	Fishing Areas					9,000		20,500		√	FC	ADA
		Aquaculture training and extension	District wide						8,052			√	FC	ADA
		Fish health and sanitation	District wide						13,404			√	FC	ADA
Post- harvest	District wide						14,493		√		FC	ADA		

**DEVELOPMENT DIMENSION: SOCIAL DEVELOPMENT**  
**GOAL: CREATE OPPORTUNITIES FOR ALL**

Programme	Sub Programme	Broad Activities	Location	Time Frame (2024)				COST (0.00)			Programme Status		Implementing Institution/Dept	
				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	collabo
Social Service Delivery	Education Youth and Sports	Conduct Annual School Census	DEO	√				5,000				√	GES	
		Organise Independence Day celebrations	Atimpoku	√				30,000				√	GES	ADA
		Organize STMIE clinic for students	District wide		√	√		12,000				√	GES	ADA
		Organise my First Day at School	Selected KGs	√				30,000				√	GES	ADA
		Organize mock exams for BECE and WASSCE candidates	District wide				√	6,000				√	GES	WAEC
		Organise Orientation programme for Newly Trained Teachers	Atimpoku		√	√		5,000				√	GES	
		Organize district Sports and festival	District wide			√		15,000				√	GES	
		Training Workshop for Newly Appointed Head Teachers/ Orientation for Newly Trained Teachers/ ESPV Orientation	District wide		√			7,000				√	GES	
		Organise ICT Clinic for students	District wide			√		1,000			√		GES	
		Media Sensitization of stakeholders on Educational Policies	District wide	√	√	√	√	8,000				√	GES	
		Procure furniture for Schools	District wide	√	√	√	√	300,000				√		
		Scholarship for brilliant but needy students	District wide	√	√	√	√	15,000				√	VRA	GES
		<b>Const. of 2no. 6-Unit Classroom Block, Office Store and Library</b>	<b>Torsen Nanyor Adumasa</b>	√	√			<b>100,000</b>				√	<b>DA</b>	<b>GES</b>
<b>Construction of 1no. 4-unit classroom block with workshop</b>	<b>Akwamufie</b>	√	√			<b>93,902</b>				√	<b>DA</b>	<b>GES</b>		

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				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	collabo	
Social Service Delivery	Education Youth and Sports														
		Construction of 2no. 3unit classroom block with office and computer lab	Sapor- Yiti Gyakiti					105, 278				√		ADA	GES
		Construction of 3no. 6unit classroom block with ancillary facilities for	Senchi, Atimpoku Gyakiti					1,800,000			√			ADA	GES
		Rehabilitation of 2no. classroom block at Nnudu Aboasa JHS and Anum Anglican	Nnudu, Anum					400,000			√			ADA	GES
		Construction of 1no 20-seater WC for SHS	Boso					250,000			√			ADA	GES
		Procure 800no. School furniture for basic schools	Selected Schools					400,000			√			ADA	GES, MoE
		Registration of 20 youth groups	District wide					666				√		NYA	
		recruit 35 youth parliamentarians and organizing youth sittings	District wide							6,655		√		NYA	
		Organize and train 50 youth in mushroom cultivation, snail and fish farming	District wide					23,953				√		NYA	ADA
		Recruit 50 youth into ginger farming	Kwanyako					1,997			√			NYA	ADA
		Organize and train 50 youth in catering services.	District wide							13,310	√			NYA	ADA
		Organize and train 50 youth in satellite installation	District wide							4,326	√			NYA	DA
		Provide support and startups for 30 skilled youth	District wide					20,000			√			NYA	DA
Organize cooking competitions among the various youth groups in the district.	District wide				√			1,331.00	10,648.00		√		NYA	ADA Wilma Africa	

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Social Service Delivery	Public Health Services and Mgt	Mass medical screening exercise for food/ drink vendors/aquaculture farms	Dist. Wide						14,000			√	EHU/A DA	NGO
		Organize quarterly community durbars for HIV/AIDS sensitization and testing	District wide					20,000				√	GHS	DA
		Organize community sensitization on the use of treated mosquito bed nets and malaria prevention	District wide					10,000				√	GHS	DA
		Conduct active case search for all diseases	District wide						30,000			√	GHS	DA
		Organise Sensitization meeting on teenage pregnancy for adolescents	District wide						10,000			√	GHS	DA
		Conduct sensitization for community members on COVID 19 vaccination and the enforcement of protocols and follow up on suspected cases	District wide						20,000			√	GHS	DA
		Conduct mop-up on routine immunization in all communities.	District wide						15,000			√	GHS	DA
		Conduct quarterly supportive supervision to all facilities	District wide						10,000			√	GHS	DA
		Health week celebration (Child Health promotion, Breastfeeding, Cancer, HIV/AIDS, etc.)	District wide						20,000			√	GHS	DA
		Conduct Health durbars and community sensitization on Public Health Diseases	District wide						10,000			√	GHS	DA
Conduct operation research on EPI and family planning coverage in the district	District wide						30,000		√		GHS	DA		

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				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	collabo	
Social Service Delivery	Public Health Services and Mgt	Conduct Monthly outreach services to the Island communities	Island communities						10,000				√	GHS	DA
		Carry out Nutrition promotion activities	District wide					10,000					√	GHS	DA
		Train caterers under GSFP on nutrition and hygiene	ADA						6,000				√	GHS	GES, GSFP
		Procurement of outboard motors and metal boat	ADA					300,000				√		GHS	DA
		<b>Construction of 1no. CHPs compound</b>	<b>Asikuma</b>					<b>500,000</b>				√		<b>ADA</b>	<b>GHS</b>
		<b>Construction of 1no. CHPS Compound</b>	<b>Fintey</b>					<b>38,427</b>					√	<b>ADA</b>	<b>GHS</b>
		<b>Expansion/Renovation of health facility</b>	<b>Osiabura health centre</b>					<b>250,000</b>				√		<b>ADA</b>	<b>GHS</b>
		<b>Construction of 1no.nurses' quarters</b>	<b>Boso</b>					<b>350,000</b>				√		<b>ADA</b>	<b>GHS</b>
		Sensitization and testing for HIV/AIDS for selected students and community members in the district	Selected communities					4,000					√	Plg. unit	GHS
		Organize 2024 world AIDS Day Celebration	Selected community					7,000					√	Plg. unit	GHS
Social Service Delivery	Social Welfare and Community devt.	Register/ update PWDs database	District wide					2,750				√	SW&C D	ADA	
		Embark on quarterly monitoring visits of PWD beneficiaries	District wide					3,750				√	SW&C D	ADA	
		Payment of 6 cycles for LEAP beneficiaries	District wide					2,750				√		ADA	
		Embark on quarterly monitoring visits to NGO's and CBO's	District wide						1,000			√		SW&C D	ADA



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				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	collabo
Social Service Delivery	Social Welfare and Community devt.	Provide support to PWD's quarterly	District wide					95,000				√	SW&C D	ADA
		Embark on quarterly community sensitization program on Child protection	District wide					2,750				√	SW&C D	ADA/S W
		Registration and Renewal of 50% indigenes and LEAP beneficiaries on NHIS	Anum, Boso, Asikuma, Tosen					2,750				√	SW&C D	ADA/LEAP
		Embark on quarterly monitoring of Early Childhood Development Centers	District Wide					2,750				√	SW&C D	ADA
		Attend to and settle quarterly cases of work with families	District Wide					2,750				√	SW&C D	ADA
		Family welfare case at the family tribunal	District Wide					2,750				√	SW&C D	Judicial Service
		Juvenile Cases at the Juvenile court	District Wide					2,750				√	SW&C D	Judicial Service
		Organization of 6 zonal community sensitization on child protection and welfare issues	Atimpoku Apegusu, Boso, Anum Gyakiti, Akosombo					3,750				√	SW&C D	N.G.O, T.A
		Organize 6 awareness creation on Girl child, women issues and gender equality in communities	Atimpoku Apegusu, Boso, Anum Gyakiti, Akosombo					3,750				√	SW&C D	N.G.O, T. A

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Social Service Delivery	Social Welfare and Community devt	Conduct 6 zonal home visits	Atimpoku Apegusu, Boso, Anum Gyakiti, Akosombo					2,750				√	SW&CD	N.G.O, T. A	
		Support government and non-government agencies with extension services	District Wide					3,750				√	SW&CD	N.G.O, T. A	
		Organize forums for women on governance issues	District Wide					40,000			√		SW&CD	N.G.O, T. A	
Environmental Health and Sanitation Services	Environmental Health and Sanitation Services	Clear refuse heaps	District wide						55,000			√	ADA	Waste landfill ltd	
		Purchase sanitary tools & chemicals (disinfestation)	Env. Health Unit						45,000			√	ADA	PROC.	
		Organization of quarterly clean –up campaigns in communities	Dist. Wide						5,000			√	ADA	Ass., members/EHU	
		Undertake district- wide fumigation exercise	Dist. Wide						35,000			√	EHU	Zoom lion /	
		Monitoring of institutions on COVID-19 protocols	Dist. Wide						5,000			√	ADA	NADM O	
		Control of stray animals	Dist. Wide						5,000			√	ADA	EHU	
		<b>Construction of modern urinal at market places</b>	<b>Sapor, Labolabo</b>						<b>45,000</b>			√		<b>ADA</b>	<b>DWE</b>
		<b>Construction of 2no. Public toilets</b>	<b>Abumayaw Mamako</b>						<b>70,000</b>				√	<b>DA</b>	<b>EHU</b>
		<b>Construction of 2no. 16-seater public toilets</b>	<b>Amanfrom</b>						<b>320,000</b>			√		<b>DA</b>	<b>EHU</b>

**DEVELOPMENT DIMENSION: ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENT DEVELOPMENT**

**GOAL: SAFEGUARD THE NATURAL ENVIRONMENT AND ENSURE A RESILIENT BUILT ENVIRONMENT**

Programme	Sub Programme	Broad Activities	Location	Time Frame (2024)				COST			Programme Status		Implementing Institution/Dept		
				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	collabo	
Infrastructure Delivery and Management	Spatial Planning	Planning Scheme for Communities	Adjena, Apeguso, Anyansu & Atimpoku					64,000				√	PPD	TA	
		Carry out Planning Education	District wide					36,000				√	PPD	TA	
		Street Naming & Property Address System for two communities	Selected communities					40,000				√	PPD	TA	
		Prepare site plans for the Assembly	District Wide					20,000				√	PPD	TA,	
		Update of Planning Schemes	District Wide					60,000				√	PPD	TA	
		Carry out monitoring to identify and prosecute unauthorized land developers	District wide						5,000			√	PPD	DWD	
	Public Works, Rural Housing and Water Mgt	Construction of 1no. small town water system	Osiabura							700,000	√		NGO	ADA	
		Drilling of 5no. mechanized boreholes.	Selected communities					170,000			√		ADA		
		Collaborate with ECG/VRA to extend electricity to new developing Areas	District wide						3,000		√		ECG/VRA	ADA	
		Facilitate the Connection of 2 communities without electricity to the National grid	Selected communities					100,000			√		ECG/VRA	ADA	
		Collaborate with GWCL to extend water to at least 1 community in the district	Selected communities					70,000	00		√		GWCL	ADA	
		<b>Reshaping and spot improvement of 15km feeder roads (50KM)</b>	<b>Selected roads</b>					<b>200,000 (1,000,000)</b>				√		<b>Works</b>	<b>ADA</b>

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				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	collabo
Env'tal mgt.	Disaster Prevention & Mgt.	Educate and sensitize the public on disaster prevention and mitigation	District wide					5,000				√	NADMO	GNFS
		Undertake Field Trips to disaster prone areas for assessment	District wide					2,000				√	NADMO	ADA
		Organize Simulation Exercises for Staff and other Stakeholders (3)	District wide					3,000			√		NADMO	GASA / GNSFS
		Desilt Major Drains and Clean-up exercises	Selected community					5,000			√		NADMO	ADA/ DEHO
		Undertake monitoring and evaluation exercises.	District wide					3,000				√	NADMO	
		Disaster Emergency Responses	District wide					3,000				√	NADMO	Security Services
		Formation and Training of Disaster Volunteer Groups (DVGs)	District Wide						2000		√		NADMO	ADA/ NBSSI
		Organize District disaster management committee meetings	ADA					2,000				√	NADMO	ADA
		Provide alternative Livelihood support training to DVGs.	District wide					8,000			√		NADMO	ADA
		Resettle and relief disaster affected victims.	District wide					7,000				√	NADMO	ADA
		Risk identification survey at hospitality industries, fuel/gas filling stations and fish farms in the district	District wide					3,000				√	NADMO	DEH/ GNFS
		Celebration of International Day for Disaster Reduction	ADA					3,000				√	NADMO	ADA/ GNFS
		Form and train fire volunteer groups in the district	Selected communities					3,000			√		Fire service	NADMO ADA

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				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	collabo
Env'tal mgt.	Disaster Prevention & Mgt.	Support activities of Fire service	ADA					10,000	2,000		√		Fire service	ADA
		Construction of fire station	Selected community					600,000			√		ADA	
		Plant 10,000 tree species in all Area councils.	Area councils						3,000		√		Forestry	CA
		Embark on external boundary maintenance	Area councils					2,000				√	Forestry	CA
		Organise wildfire campaign and environmental conservation	Area councils						2,500			√	Forestry	CA
		Establishment of tree nurseries and fuel woodlots in Schools and communities	Area councils						2,000			√	Forestry	CA
		Conduct surveillance monitoring on the Volta Lake	Volta lake						1,500			√	VRA	CA

**DEVELOPMENT DIMENSION: GOVERNANCE, CORRUPTION AND PUBLIC ACCOUNTABILITY**

**GOAL: MAINTAIN A STABLE, UNITED AND SAFE SOCIETY**

Programme	Sub Programme	Broad Activities	Location	Time Frame (2024)				COST			Programme Status		Implementing Institution/Dept	
				q1	q2	q3	q4	GOG	IGF	Others	New	Ong	Lead	collabo
Mgt and Admin	General Admin.	Organise Sub –Committees, execo & General Assembly meetings	ADA					150,000	250,000			√	CA	HODs
		Procurement of office equipment and stationery	ADA					100,000	50,000			√	CA	Procurement
		Maintenance of official buildings	ADA					50,000	20,000		√		works	
		Maintenance of streetlights						30,000	15,000			√	Stores	CA
		Organize DCE engagement sessions with communities	Area councils					5,000				√	CA	HODs
		Support to community-initiated projects	District wide					200,00				√	CA	
		MP’s support to communities	District wide					600,000				√	MP	
		Preparation of 2025 Procurement plan	Atimpoku					15,000					CA	HODs
		Organise Entity tender committee meetings	Atimpoku					12,000	5,000		√		CA	HODs
		Organize 1 no. sensitization meeting on road safety for 2 no. Area councils	Akosombo, Anum					2000			√		MTTU	DA, NYA GPRTU
		Organize 1 no. Road Safety Education Durbar for stakeholders	ADA						8,000		√		CA	NYA
		Monitor activities of caterers under the GSFP	Selected schools						2000			√	CA	GES
		Maintenance of official vehicles	Atimpoku					81,000	20,000		√		CA	HODs
		Provide support for security operations	District wide					30,000	10,000			√	ADA	GPS
		Provide support to sub-structures activities	All sub structures					10,000	20,000		√		ADA	Area Council
		Support activities of PRCC	Atimpoku					20,000	10000			√	CSU	PM
Provide support for Client Service activities	Assembly Premises						2,000		√		CSU	HODs		
		Update and printing of Service Charter and brochures, flyers	ADA					7,000			√	MIS	HODs	

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Mgt and Admin	General Admin.	Provide internet access services and routine maintenance of office equipment	ADA					10,000	5,000			√	MIS	CA, ISP
		Convert all incoming and outgoing mails into electronic records	ADA					10,000			√		HODs	MIS, CA
	Planning, budgeting, coordination and statistics	Organize 4 no. quarterly DPCU and review meetings	ADA					10,000				√	CA	DPCU
		Organise Monitoring and evaluation exercise on projects and programmes	District wide					120,000	30,000			√	CA	DPCU
		Organize 2 no. stakeholder engagements						20,000				√	CA	DPCU
		Organize 2no. sensitization workshops in Anti – Corruption Action Plan	ADA									√	CA	DPCU
		Conduct midyear Review of DMTDP	ADA					55,000	10,000		√		CA	DPCU
		Conduct Strategic Environmental Assessment on projects and programmes						35,000					CA	DPCU
		Organize 4no. budget committee meetings	ADA					10,000				√	Budget unit	HODs
		Update Database for IGF revenue sources	ADA						5,000			√	CA	Finance, MIS,
		Organize 2 stakeholders meeting on draft 2025 fees and rates	Area councils					20,000				√	Budget unit	HODs, CSOs
		Preparation of 2025 composite budget	District wide					40,000					Budget unit	HODs
		Data Collection on taxable properties	Atimpoku Akrade					5,000	1,000		√		Stats Dept	Budget Unit
		Periodic processing and analysis of Statistical data	District					2000			√		Stats Dept	HODs
		Sensitize and educate public on government policies, programmes and projects	District wide					10,000				√	D.I. O	PRCC / NCCE
		Conduct public engagement on RTI Laws	Area Councils						10,000		√		NCCE	DIO

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Mgt and admin	Human Resource	Training of Assembly members and area councils	ADA			√		40,000			√		HRD	Consultant
		Organise Orientation for newly employed Staff / National service personnel	ADA						2000		√		HR	
		Organize Staff Durbar and May Day celebrations	ADA					10,000	10,000		√		HR	All Depart
		Train and Facilitate Appraisal of staff and DCE&DCD's Performance Contract	ADA						5000		√		HR	
	Finance and Audit	Pre-auditing of Assembly Expenditure/ Special Assignment Audits	ADA						5,000			√	I.A	Finance
		Organize Audit Committee Meetings	ADA						32,000			√	I.A	HODs
		Organize Audit committee Monitoring of projects	District Wide						7,500			√	I.A	HODs
		Procure value books/ID cards, reflectors & backpacks.	ADA						12,000			√	Finance	Procurement,
		Organize sensitization programme/ meetings with various stakeholder groups on revenue collection	District wide						5000			√	Finance	ISD, CA, BAC
		Form Revenue Mobilization Taskforce	Atimpoku						20,000			√	Finance	MIS, CA



