

UPPER WEST AKIM DISTRICT ASSEMBLY

2021 ANNUAL ACTION PLAN

(DRAFT)

*PREPARED BY THE DISTRICT
PLANNING COORDINATING
UNIT (D.P.C.U), SEPT., 2020*

UPPER WEST AKIM DISTRICT ASSEMBLY

2021 ANNUAL ACTION PLAN

Adopted DA Goal 1: Build a Prosperous Society														
Programmes and Sub-programmes		Activities (Operations)	Location	Baseline	Output indicators	Quarterly Time Schedule				Indicative Budget			Implementing Agencies	
						1 st	2 ⁿ	3 ^r d	4 ^t h	GoG	IGF	Donor	Lead	Collaborating
1.	Economic Dev't : SP4.1: Trade,	Organize 4 quarterly District LED Committee Meetings	UWADA		4 quarterly District LED Committee Meetings organized					5,000.00			CAD	D-LEDC, DPCU, DA
2.	Tourism and industrial development	Support 50 newly graduated hairdressers and seamstress/tailors with hair dryers and sewing machines			50 newly graduated hairdressers and seamstress/tailors with hair dryers and sewing machines supported					20,000.00			CAD	DSWCD, H&T Assoc., DPCU, DA
3.		Completion of 1No. 6-Units Lockable Stores	Adeiso		1No. 16-Units Lockable Stores completed					42,000.00			DWD	DPCU, MW
4.	Economic Dev't: SP4.2 Agricultural Development	Conduct quarterly data collection surveys on agricultural statistics, crops & crop yields and animal production in the district for SRID	District-wide		Quarterly data collection surveys on agricultural statistics, crops & crop yields and animal production in the district for SRID conducted						5,000.00		DDA	CVCCs, CISCs organizations, Farmers groups

5.		Conduct 100 market data collection surveys on agriculture inputs and commodity prices and disseminate findings/reports	District-wide		100 market data collection surveys on agriculture inputs and commodity prices and disseminate findings/reports conducted					2,400.00	DDA	CVCCs, CISCs organizations, Farmers groups
6.		Conduct 1 data collection sensitization and education seminar in 4 agricultural zones	4 Agric. Zones		1 data collection sensitization and education seminar in 4 agricultural zones conducted				573.00		DoA	CVCCs, CISCs Organized Farmer Groups
7.		Conduct monthly monitoring and evaluation visits by DDA with DCD/DCE	District-wide		Monthly monitoring and evaluation visits by conducted				1,000.00	6,000.00	DDA	RAD, DA
8.		Organize one field trip on Good Husbandry Practices (GHP) for small ruminant farmers	Adeiso		One field trip on Good Husbandry Practices (GHP) for ruminant farmers					2,330.00	DDA	RAD, APD Unit
9.		Organise 1 District RELC Planning Meeting for 60 Stakeholders	Adeiso		1 District RELC Planning Meeting for 60 Stakeholders organized					6,470.00		RAD, CSIR,
10.		Organise 1 District Annual Stakeholders Review Meeting in Adeiso for 60 participants	Adeiso		1 District Annual Stakeholders Review Meeting in Adeiso for 60 participants				5,000		DDA	DA, CVCCs, Farmers' Groups and key stakeholders

11.		Establish demonstration farms on improved variety and good agricultural practices in taro, cocoyam production in 4 years	District-wide		Demonstration farms on improved variety and good agricultural practices in taro, cocoyam production in 4 years establish						2,372.00		crop production farmers
12.		Conduct 45 quarterly farmers For a in all operational areas through Agricultural Extension Agents/District Development Officers	District-wide		Conduct 45 quarterly farmers For a in all operational areas through Agricultural Extension Agents/District Development Officers conducted						11,240.00		RAD Organised farmer groups , CISCs
13.		Disseminate Agriculture information through radio and local information centres by AEAs and DAOs	District wide		Agriculture information through radio and local information centres by AEAs and DAOs disseminated						2,000.00	DDA	RAD, DA, CISCs
14.		Conduct 2880 Home & Farm Visits by AEAs in all farming communities to provide direct extension services to farmers & FBOs for dissemination and training on Good Agricultural Practices to farmers	District wide		2880 Home & Farm Visits by AEAs in all farming communities to provide direct extension services to farmers & FBOs for dissemination and training on Good Agricultural Practices to farmers (strictly 28%						20,000.00		RAD Organised farmer groups , CISCs

		(strictly 28% female beneficiaries)			female beneficiaries) conducted								
15.		Conduct quarterly Animal Health Extension (AHE), Disease surveillance and vaccination campaign for livestock for livestock and poultry	District wide		Animal Health Extension (AHE), Disease surveillance and vaccination campaign for livestock for livestock and poultry conducted			5,513.79	1,000.00	6,000.00	DDA	RAD Organised farmer groups , CISCs	
16.		Conduct vaccination campaign for livestock and poultry against PPR, Newcastle Disease, and rabies in pets.	District wide		Vaccination campaign for livestock and poultry against PPR, Newcastle Disease, and rabies in pets conducted			1,000.00			DDA	RAD Organised farmer groups , CISCs	
17.		Conduct training for 20 technical staff and 20 farmers on Livestock production as a business	Adeiso		Training for 20 technical staff and 20 farmers on Livestock production as a business conducted					2,000.00	DDA	RAD, APD Unit	
18.		Train farmers from different zones on IMO (indigenous micro-organisms) in piggery	District wide		Farmers from different zones on IMO (indigenous micro-organisms) in piggery trained					2,000.00	DDA	VET Unit, RAD	
19.		Train 4 oil palm processing groups in value addition	Asuokaw		4 oil palm processing groups in value addition trained					3,000.00	DDA	RAD, CISCs	
20.		Conduct 4 training activities for 160 farmers and women	Adeiso		4 training activities for 160 farmers and					1,680.00	DDA		

		agriculture practices for 80 farmers												
27.	Economic Dev't: SP4.2 Agricultural Development	Establish nurseries, raise and distribute seedlings to support the provision of improved planting materials to organized farmer s (PERD)	Mepom		Nurseries, raise and distribute seedlings to support the provision of improved planting materials to organized farmer s (PERD) established					30,000.00			DDA	DA, RAD

Adopted DA Goal 2: Create opportunities for all

Programmes and Sub-programmes		Activities (Operations)	Location	Baseline	Output indicators	Quarterly Time Schedule				Indicative Budget			Implementing Agencies	
						1 st	2 ⁿ	3 rd	4 th	GoG	IGF	Donor	Lead	Collaborating
28.	Social Services Delivery:	Rehabilitation of. Basic schools	Kwasi-Nyarko Presby. Asuokaw Meth Primary School		Basic schools rehabilitated					30,000.00			DWD	DoE
29.	SP3.1 Education and Youth Development	Completion of 4No. 2-units K.G. classroom blocks, office, storeroom , dinning all and ancillary facilities	Mepom RC, Adeiso Presby, Tiokrom and Ndoda		4No. 2-units K.G. classroom blocks with ancillary facilities completed					454,605.08			DWD	DoE, DPCU, AM/UCM, Contractors, PBs
30.		Constructed of 1No. 2-units K.G. classroom block, office, storeroom , dinning all and ancillary facilities	Okurase		1No. 2-units K.G. classroom block with ancillary facilities constructed					200,000.00			DWD	DoE, DPCU, AM/UCM, Contractors, PBs

31.	Completion of 5No. 6-Unit classroom block, office, store, Common room staff and ICT room with ancillary facilities	Adeiso Presby, Asikasu RC, Asuokaw Presby, Abamkrom Meth., Asuokaw Islamic Primary schools		5No. 6-Unit classroom block, office, store, Common room staff and ICT room with ancillary facilities completed					700,000.00			DWD	DoE, DPCU, AM/UCM, Contractors, PBs
32.	Completion of 3.no. 6-units classroom blocks	Ntekyrekye, Domeabra Islamic Asuaba Presby schools		3.no. 6-units classroom blocks completed					Not Available			GET-FUND	DA, DoE, AMs, UCMs
33.	Completion of 3No. 3-units classroom blocks with ancillary facilities and 6-seater W/C	Owurakessim, Kumikrom, kumikrom-Amanfrom		3No. 3-units classroom blocks with ancillary facilities and 6-seater W/C completed					377,265.18			DWD	DoE, DPCU, AM/UCM, Contractors, PBs
34.	Procure and supply of 500No. dual and mono desks	Selected schools		500No. dual desk procured and supplied					100,000.00			DWD	DoE, DPCU, AM/UCM, Contractors, PBs
35.	Procure and Supply 200 teachers tables and chairs	Selected schools		200 teachers tables and chairs procured and supplied					60,000.00			DoE	DA, GETFUND
36.	Procure and supply of 500	Selected KG		of 500 Tables and Chairs to KG					50,000.00			DoE	DA, GETFUND

		Tables and Chairs to KG Schools			Schools procured and supply								
37.		Organise 4No. DEOC meetings	DA Conference Hall		4No. DEOC meetings organised					10,000.00		DoE	DA, MoE, GES, Schools
38.		Conduct super mock examination	All JHS 3 pupils		Super mock examination conducted			2,000.00		18,000.00		DoE	DA, GES, PTA
39.		Organise summit for BECE candidates	All JHS 3 pupils		summit for BECE candidates organised			1,000.00		9,000.00		DoE	DA, GES, PTA
40.		Conduct Science Practical for JHS 2& 3 students	All JHS 2 & 3 pupils		Science Practical for JHS 2& 3 students conducted			9,000.00		1,000.00		DoE	DA, GES, PTA
41.		Organise District Level National Independence Day Celebration	Adeiso		District Level National Independence Day Celebration organized			10,000.00				DoE	DA
42.		Undertake monitoring of school activities on school performance	District-wide		Monitoring of school activities on school performance undertaken			8,200.00		2,000.00		DoE	DA/UNICEF
43.		Organize inter-schools sports and cultural activities	District-wide		Inter-schools sports and cultural activities organized			15,000.00				DoE	DA
44.		Provide Guidance and Counselling	40 JHS		Guidance and Counselling service			450.00		2,100.00	450.00	DoE	DA, PTA

		service for students in 40 JHS			to students in 40 JHS provided									
45.		Organize seminars to sensitize 100 Parents on right age enrolment, retention and completion	5 selected communities		Organize seminars to sensitize 100 Parents on right age enrolment, retention and completion					3,750.00	750.00	500.00	DoE	DA, GES
46.		Organize My First Day at School	Adeiso		My First Day at School organized					8,000.00			DoE	DA, GES
47.		Organize STME Clinic for 30 students	Adeiso		STME Clinic organized for 30 students					2,500.00			DoE	DA, MoEMNSMQ, NCCA
48.	Social Services Delivery:	Completion of 4No. CHPS Compounds	Atimatim, Sukrong Canaan, Okurase and Katayensua		4No. CHPS Compounds completed					341,073.76			DWD	GHS, DA
49.	SP3.2 Health Delivery	Completion of waiting lodge/shed at Adeiso Health Insurance centre	NHIS Office		Completion of waiting lodge/shed at Adeiso Health Insurance centre					5,755			DWD	DHD, DPCU
50.		Procurement of PPEs for prevention and combating COVID- 19	UWADA		Procurement of PPEs for prevention and combating COVID- 19					30,000			CAD	DEHSU, DHMT, DA
51.		Organize educational talk on COVID-19 in basic and secondary schools	Adeiso, Nyanoah		Educational talk on COVID-19 in basic and secondary schools					1,200.00			ISD	DoE, DHD, DA

52.	Organize quarterly community durbars to solicit supports for CHPS Compounds	Nyanoah, Okurase, Asikasu, O'Darmanbg		Community durbars to solicit supports for CHPS Compounds organized quarterly					18,500.00		DHD	DA, AM/UCMs
53.	Organize a day orientation meeting for all Health staff on Staff Appraisal System	DHD Office, Adeiso		One-day orientation meeting for all Health staff on Staff Appraisal System organized				6,000.00			DHD	DA
54.	Organize a 3-day orientation training for all health staff on Effective Data Management and DHIMS	DHD Office, Adeiso		a 3-day orientation training for all health staff on Effective Data Management and DHIMS organized				11,000.00			DHD	DHMT
55.	Conduct orientation training for all newly posted health staff	DHD Office, Adeiso		Orientation training for all newly posted health staff conducted				5,000.00			DHD	DHMT
56.	Disseminate bulletins/newsletters on monthly performance assessment to all BMCs	All 8 health sub-districts		Bulletins/newsletters on monthly performance assessment to all BMCs disseminated					1,200.00		DHD	DHMT
57.	Organize HIV/AIDS awareness creation programmes through health promotion activities	All 8 health sub-districts		HIV/AIDS awareness creation programmes through health promotion activities organized				4,000.00			DHD	DHMT, DAC, GAC, NACP, AM/UCMs, TAs

58.		Organize refresher course on HIV/AIDS for community volunteers and staff	All 8 health sub-districts		Refresher course on HIV/AIDS for community volunteers and staff organized					2,600.00			DHD	DHMT, DAC, GAC, NACP, AM/UCMs, TAs
59.		Undertake massive HIV/AIDS testing and counselling	All 8 health sub-districts		Massive HIV/AIDS testing and counselling undertaken					1,100.00			DHD	DHMT, DAC, GAC, NACP, AM/UCMs, TAs
60.		Celebrate World AIDS Day	Adeiso		World AIDS Day celebrated					2,200.00			DHD	DHMT, DAC, GAC, NACP, AM/UCMs, TAs
61.		Organize refresher training for health staff on HIV/AIDS testing, counselling and medication	DHD Office, Adeiso		Refresher training for health staff on HIV/AIDS testing, counselling and medication organized					2,100.00			DHD	DHMT, DAC, GAC, NACP, AM/UCMs, TAs
62.		Organize sensitization and public education programmes on HIV/AIDS in 60 communities	60 selected communities		Sensitization and public education programmes on HIV/AIDS in 60 communities organized					26,000.00	7,500.00		DAC	DHMT, DAC, GAC, NACP, AM/UCMs, TAs
63.	Social Services Delivery: SP3.2	Undertake massive health education on malaria prevention and distribution of free LLINs to all under-5yrs and pregnant women	All 8 health sub-districts		Massive health education on malaria prevention and distribution of free LLINs to all under-5yrs and pregnant women undertaken					51,550.00			DHD	DHMT
64.	Health Delivery	Immunize all Under-5yrs children with	All 8 health sub-districts		All Under-5yrs children with preventable disease vaccines and					9,080.00			DHD	DHMT

		preventable disease vaccines and pregnant women with TD2+ vaccines			pregnant women with TD2+ vaccines immunized									
65.	Infrastructure Delivery And Management : SP2.2 Infrastructure Development	Completion of 5No. mechanized borehole drilling and construction	Danso, Kwasi Nyarko, Adeiso Presby SHS, Kroduah and Distrit Assembly premise		5No. mechanized borehole drilling and construction completed					164,190.70			DWD	DPCU, DWST AM/UCM Contractor
66.		Construction of 5M Overhead stand and 4No. Standpipe	Abamkrom		5M Overhead stand and 4No. Standpipe constructed					8,012.74			DWD	DPCU, DWST AM/UCM Contractor
67.	Environmental Mgt:	Evacuation of refuse dumps	Breman, Asuaba		Refuse dumps evacuated					50,000.00			DEHS U	DA, ACs Comm.
68.	SP5.1 Disaster prevention and Mgt.	Construction of 2No. Animal pounds	Adeiso and Mepom		2No. Animal pounds constructed					28,265.77			DEHS U	DA, ACs Comm.
69.		Purchase of refuse containers, sanitary tools and equipment	UWADA		Refuse containers, sanitary tools and equipment purchased					82,000.00			DEHS U	PU, DA, Comm.
70.		Public Sensitization on Sanitation, open defecation free and good hygiene	District wide		Public Sensitization on Sanitation, open defecation free and good hygiene					2,000.00			DEHS U	ZoomLion, DA

		practices (Schools, Hospitals, Markets, Communities)			practices (Schools, Hospitals, Markets, Communities) organized								
71.		Organize school health education	All schools		School health education organized				800.00			DEHS U	GES, DED
72.		Organize district-level national sanitation day clean-up exercise and communal labour	District-wide		District-level national sanitation day clean-up exercise and communal organized				6,200.00			DEHS U	DPs, TAs DWD, , DPCU
73.		Management of Final Disposal Sites and purchase of final new disposal site (Waste Landfills)	Danso		Final Disposal Site managed and of final new disposal site purchased				160,000.00			DEHS U	Zoomlion,
74.		Undertake fumigation and disinfection of landfill sites, markets and communities	District-wide		Landfill sites and communities fumigated and disinfected				120,000.00	2,000.00		DEHS U	DPs,TAs DWD, , DPCU
75.	Environmental Mgt:	Medically screen food and drinks vendors	All communities		Food and drinks vendors medically screened					1,000.00		DEHS U	DHD, DHMT, DA, Food sellers, drinks sellers
76.	SP5.1 Disaster preventi	Organize public and house-to-house education	All communities		Public and house-to-house education on household toilet					1,000.00		DEHS U	DWD, DHD, DA, AM, UCMs

	on and Mgt	on household toilet construction			construction organized								
77.		Rehabilitation of 1No. Slaughter House and 2No. meat shops	Mepom Adeiso		1No. Slaughter House and 2No. meat shops					2,000.00	100.00		DWD DEHSU
78.	Social Services Delivery:	Register 300 vulnerable people in the district	District-wide		300 vulnerable persons registered					2,100.00	400.00		DSWC D AM/UCM, GHS, GES/APS
79.	SP3.3 Social Welfare and Community Development	Enrol 800 vulnerable people on LEAP, NHIS free registration and other social protection interventions	District-wide		800 vulnerable people enrolled on LEAP, NHIS free registration and other social protection interventions					1,000.00	200.00		DSWC D NHIA, ISD, LEAP, Secretariat GHS, CFP
80.		Establish 120 PWDs in business with PWD Funds	District-wide		120 PWDs established in business					250,000.00			DSWC D GDF, NBSSI, Rural Banks, PWD's families
81.		Develop and coordinate community-based rehabilitation programmes for 30 PWDs	District-wide		Community-based rehabilitation programmes for 30 PWDs developed and implemented					3,000.00			DSWC D PWD's family, NGOs, CBOs, GDF
82.	Social Services Delivery:	Sensitize of 30 communities on human right issues	30 selected communities		30 communities sensitized on human right issues					3,000.00	1,000.00		DSWC D UCM/A.M, GES, GHS, NCCE, ISD, TAs
83.	SP3.3	Educate 30 families on gender based violence effects	Selected communities		30 families on gender based violence effects educated					2,300.00	400.00		DSWC D AM/UCM, TAs, Community folks

84.	Social Welfare and Community Development	Undertake 80 Home visits	District-wide		80 Home visits conducted					1,300.00	800.00		DSWCD	AM/UCM, TAs
85.		Settle 70 child maintenance, custody and family welfare cases and undertake follow-ups	District-wide		70 child maintenance, custody and family welfare cases settled					1,500.00	300.00		DSWCD	A.M/UCM, PS, District Court, Client's family
86.		Inspect and register 25 private Day Care Centres and 5 NGOs	District-wide		25 private Day Care Centres and 5 NGOs inspected and registered					1,500.00	500.00		DSWCD	GES, AM/UCM, APS
87.		Form 2 new Women's Groups	Selected communities		2No. new Women's Groups formed					2,200.00	800.00		DSWCD	UCM/A.M, BAC/NBSSI
88.		Organize demonstration works for 3 Women's groups in Vocational skills	District-wide							2,200.00	800.00		DSWCD	UCM/A.M, BAC/NBSSI
89.		Facilitate access to soft loans for 4 SMES (gender-based groups:	District wide							4,400.00	1,000.00			

Adopted DA Goal 3: Safeguard the natural environment and ensure a resilient built environment

Programmes and Sub-programmes	Activities (Operations)	Location	Baseline	Output indicators	Quarterly Time Schedule				Indicative Budget			Implementing Agencies	
					1 st	2 ⁿ	3 rd	4 th	GoG	IGF	Donor	Lead	Collaborating

90.	Environmental and Sanitation Management	Organize public awareness campaigns on domestic and bush fires prevention and mitigation	Adeiso Zone		Public awareness campaigns on domestic and bush fires organized				4,500.00			NADMO	GNFS, NCCE, ISD, Ass.M
91.	SP5.1 Disaster prevention and Management	Organize disaster management training and climate change workshops for DVGs and communities	All Zones		Training workshops on disaster management and climate change for DVGs and communities organized				8,000.00			NADMO	GNFS, DoA, TAs
92.		Create public awareness on IDDRR event	Odumkyere Darmang		IDDRR event organized				10,000.00			NADMO	DA, UCs Ass. memb TAs, RBs
93.		Organize clean-up exercises and programmes	Abamkrom, Asuokaw and Kwasi Nyarko		Clean-up exercises organized				8,000.00			NADMO	DA, UCs, Zoomlion, DEHSU
94.		SP5.2: Natural Resource Conservation and Mgt	Plant 1000no. tree seedlings in windstorm prone areas	Mepom Zones		1,000no. tree seedlings planted				3,500.00			NADMO
95.	Identify and map out hazard prone areas		Mepom Zones		Hazard prone areas identified and mapped				3,000.00			NADMO	EPA, PPD, DWD, AssM, UCs
96.	Inspect and assess all DVGs projects		All Zones		All DVGs projects inspected and assessed				1,000.00			NADMO	DA
97.	Infrastructure	Reshaping 80km length of feeder road networks	District wide		80 km length of feeder road networks				60,000.00	40,000.00		DWD	DA, DFR, DPCU, DMT

	Delivery and Mgt : SP2.2 Infrastructure Devt				rehabilitated/reshaped									
98.		Completion of 48m Span Footbridge	Asuogya-Adeiso		48m Span Footbridge completed					88,140.40			DWD	DPCU, AM/UCM, PB, Contractor
99.		Completion of 30m diameter and 900m of 0.6m line drain	Mepom		30m diameter and 900m of 0.6m line drain completed					29,320.00			DWD	DPCU, PB AM/UCM, Contractor
100.		Construction of 1No. 1/800mm diameter, 12m pipe culvert	Asuakaw-Kofi-kyere F/RD		1No. 1/800mm diameter, 12m pipe culvert construction					18,653.04			DWD	DPCU, PB AM/UCM, Contractor
101.		Supervision of all on-going DA project	District-wide		All DA projects supervised					1,000			DWD	DPCU, AMs, UCMs
102.		Repairs and maintenance of Assembly buildings and offices	UWADA		Buildings and offices maintained					270,000.00			DWD	DPCU, DA
103.	Infrastructure Delivery and Management : SP2.1	Organize public education / sensitization programmes on building regulations	Mepom, Kwasi Nyarko, Asikasu		Public education / sensitization programmes on building regulations organized					3,000.00			PPD	DWD, Assem, members TAs, ISD
104.	Physical and Spatial	Preparation of local planning schemes for 3No. communities	Obeng Yaw, Mepom, Asuaba		Local planning schemes for 3No. communities prepared					5,000.00			PPD	DPCU, DWD, ACs, Assem, members TAs, DWD

105.	Planning	Undertake street naming and property addressing in 1No. major town	Adeiso		Street naming and property addressing in 1No. major towns undertaken					50,000.00			PPD	SAT, ACs, DPCU, DWD, Assem, members TAs, DWD
106.		Installation and maintenance of streetlights	District-wide		Streetlights installed and maintained					30,000.00			DWD	PU, DA, DPCU, Comm.
107.		Preparation of site plan for all UWADA Lands	Adeiso		Site plan for all UWADA lands prepared					4,000.00				
108.		Registration and insurance of Assembly properties	UWADA		Assembly properties registered and insured					10,000.00	5,000.00		CAD	FD, PPD,DWD, DA
109.		Organize quarterly Technical Sub-Committee and Spatial Planning Committee meetings	UWADA		Technical Sub-Committee and Spatial Planning Committee meetings organized					5,000.00			PPD	SPC
110.		Undertake extensive development control activities	District wide		Development control activities undertaken					10,000.00			DWD	PPD, FD, DEHSU,AM/U CM, TAs

Adopted DA Goal 4: Maintain a stable, united and safe society

Programmes and Sub-programmes	Activities (Operations)	Location	Baseline	Output indicators	Quarterly Time Schedule				Indicative Budget			Implementing Agencies	
					1 st	2 ⁿ	3 rd	4 th	GoG	IGF	Donor	Lead	Collaborating

111.	Management and Administration: SP1.1: General Administration	Organize Statutory meetings of the Assembly	UWADA		All Statutory meetings of the Assembly					60,000.00		CAD	IAU, BDU.DPU, GA
112.	Management and Administration: SP1.1: General Administration	Internal management of the Assembly (Compensation & recurrent expenditure)	UWADA		Internal management of the Assembly (Compensation & recurrent expenditure)				2,993,990.08	375,640.00		CAD	DA, All depts./agencies
113.		Procure Office stationary, logistics and equipment (Computers Printers, Photocopier machines, Scanners, furniture)	UWADA		Office stationary, logistics and equipment (Printers, Photocopier machines, Scanners, furniture) procured				120,000.00	40,000.00		PU	DPCU, Stores, DA
114.	Infrast. Delivery and Mgt : SP2.2 Infrastructure Devt	Provision of support for Community-Initiated Projects	District-wide		Community-Initiated Projects supported				170,018.92			DA	DWD, DPO, NGOs, Assem. members
115.	Mgt and Administration: SP1.3: Planning, Budgeting	Preparation of 2022 annual Composite Budgets and Fee Fixing Resolutions and gazetted	UWADA		2022 annual Composite Budgets and Fee Fixing Resolutions prepared and gazetted				40,000.00			DBO	DPCU, ACs,TAs NCCE, Media

116.	ng and Coordination	Preparation of 2022-2025 DMTDP	UWADA		2022-2025 DMTDP prepared					35,000.00			DPO	DPCU, ERCC, NDPC	
117.		Implementation of MPs projects	District wide		MPs projects implemented					200,000.00			MP	DWD, DPCU, AM	
118.	Mgt and Administration: SP1.2: Finance and Revenue Mobilization	Creation and updating of database on all properties/revenue items	UWADA		Database on all properties/revenue items created and updated					20,000.00			FD/BU	DPCU, DPSC, FASC	
119.	Mgt and Administration: SP1.2: Finance and Revenue Mobilization	Sensitize major communities on rates payment	Adeiso, Asuaba, Mepom, Asoukaw, Nyanoah		Major communities sensitized on rate payment					1,000.00					
120.		Organize quarterly review meetings and train revenue collectors in revenue mobilization	UWADA		Quarterly review meetings and training revenue collectors in revenue mobilization Organize					4,200.00	2,800.00		FD	HR, DBU, DBC, DA	
121.		Undertake regular monitoring of revenue collection centres and points	Adeiso, Mame Dede Junction		Undertake regular monitoring of revenue collection centres and points						3,000.00			FD	DBU, DIAU, F&ASC
122.		Recognition and motivation of Best Performing Revenue Collectors	UWADA		Recognition and motivation of Best Performing Revenue Collectors						5,000.00			FD	DA

123.		Collect, collate and analyse data on residential properties in the district	Adeiso		Data on residential properties collected and analysed				3,437.00	1,000.00		SD	DBU, FD, DPCU, AM/UCM
124.		Organize 2no. Sensitization workshops on GSS policies for key stakeholders in the district	UWADA Office		2no. sensitization workshops on GSS policies				1,000.00			SD	DPCU
125.		Create and manage a statistical database of the district	SD Office		Statistical database of created and managed				4,000.00			SD	DPCU
126.	Management and Administration SP1.5: Human Resource Management	Organize training needs assessment for all department of the Assembly and prepares capacity building plan for 2022	UWADA		Staff training needs assessed and 2022 capacity building plan developed				1,000.00			HR	DPCU, DA Staff
127.		Organize capacity building workshops for staff of the Assembly and Assembly members	UWADA		Capacity building workshops for staff of the Assembly and Assembly members organized				40,000.00			HR	Assem. Members ACs, Unit Cttees
128.		Preparation of monthly IGF salaries and validation of	UWADA		Monthly salaries of IGF staff and established staff prepared and					2,000.00		HR	DFD, All Depts

		established staff salaries			validated respectively								
129.		Update of UWADA HRMIS data and submission of monthly report	UWADA		UWADA HRMIS data updated monthly and quarterly reports submitted					2,000.00		HR	All Depts, ERCC-HR
130.		Organize monthly general staff meetings	UWADA		General staff meeting organized monthly				6,000.00			HR	All Staff-UWADA
131.		Installation of INTERCOM and ICT facilities in offices	UWADA		INTERCOM and ICT facilities in offices installed				32,600.00	10,000.00		HR	CAD, DA
132.	Infrast. Delivery and Mgt SP2.2 Infrast. Devt	Rehabilitation of Mepom Area Council Office Block	Mepom		Mepom Area Council Office Block rehabilitated				35,000.00			DWD	DA, DPCU
133.	Management and Administration	Provide support to Sub-structures	Adeiso, Mepom		Sub-district structures supported				33,007.56	3,000.00			
134.	SP1.3: Planning, Budgeting and Coordination	Conduct DPCU/ M&E activities	District wide		DPCU/ M&E activities implemented				20,000.00	20,000.00		DPO	DPCU, ACs, DA, TAs ERCC, NDPC
135.		Organize Town Hall meetings	District-wide		Town Hall meetings organized				20,000.00			DPO	DPCU, ACs, DA, TAs NCCE, Media
136.		Organize public education on government	Selected communities		Public educated on government policies and regulations				2,300.00			ISD	DPCU, DA, TAs, NCCE, Media, ACs

		policies and regulations												
137.	Infrast. Delivery and Mgt SP 2.2 Infrast. Devt	Completion of 1no. 2-storey District Police Command Office complex PHI	Adeiso		1no. 2-storey District Police Command Office complex PHI					70,773.70			DWD	GPS, DPCU, AM
										8,071,225.72	657,690.00	113,299.00		
TOTAL ESTIMATED COST OF 2021 COMPOSITE ANNUAL ACTION PLAN IMPLEMETATION = GHC8,842,214.72														